

Interim Public Health Policy

(Policy BAS-0011)

I. Purpose of the Policy

This interim policy is being issued due to a Public Health emergency (COVID-19) and is effective immediately. This interim policy will remain in effect for six months from date of issue and is renewable by the Chancellor or the Campus Provost and Executive Vice Chancellor based on guidelines and recommendations regarding the incidence and spread of the COVID-19 virus. It sets forth basic physical requirements, including use of face coverings and physical distancing, applicable to all individuals entering or present on UCSC Controlled Property, to mitigate and reduce the transmission of COVID-19 (“Requirements”).

This interim policy directs all members of the community, including guests, to be socially responsible and support the public health of the UCSC community.

Facility-specific guidance may be provided for each category of University Facilities before a facility is returned to increased in-person use. Compliance with this guidance is mandatory under this policy. To the extent there is a conflict between these Requirements and the facility-specific guidance, the facility-specific guidance applies when entering and present in the facility.

All campus constituents, including, but not limited to, staff, faculty, emeriti, students and official volunteers, and non-affiliates, including, but not limited to, vendors, service providers, suppliers, visitors, visiting family members and guests, must adhere to these Requirements at all times.

Non-compliance with this policy threatens public health and the health of members of the campus community. Any individual found to be in violation of this policy may be subject to disciplinary action in accordance with applicable faculty, staff personnel, including collective bargaining agreements, or Code of Student Conduct policies. Violators will be required to comply, or their consent to remain on campus will be withdrawn consistent with applicable state law. See Cal. Penal Code §§ 626.2, 626.4, and 626.6.

II. Definitions

Campus affiliate: Includes students, officers, official volunteers, employees, Regents, or emeriti of the University of California or a member of a household authorized to reside in University property.

Individual: natural persons, corporations, firms, partnerships, joint-stock companies, associations, and other organizations of persons.

Non-affiliate: For the purposes of this policy, “non-affiliate” means any person who is not any of the following: a student, officer, official volunteer, employee, Regent, or emeritus of the University of California or a member of a household authorized to reside in University property. This includes all persons seeking entry to or present on University property and facilities, including, but not limited to, members of the public, visitors, service providers, suppliers, family members, and guests who do not reside in University property.

UCSC controlled property: (“University property”) a. All University property operated as part of the UCSC Campus, including campus buildings, residential facilities, structures and facilities, parking structures and surface lots, and grounds, including undeveloped areas; and b. all off-campus University-owned or leased property or facilities operated by UCSC staff or academics in support of UCSC administrative, teaching, research or other public service functions. This includes buildings, athletic and entertainment facilities (both indoors and outdoors), sidewalks, roadways, parking lots, and grounds. This includes University-owned, rented, or leased vehicles and also applies to personal vehicles while parked on University property. This applies to all housing and residential facilities including Provost/College houses, with the exception of

employee-owned housing. Leased facilities, include those properties where the University has a 100% ownership interest or an exclusive lease interest.

University facility: A building, structure, site or ground improvement, or other item built or installed to serve the University's mission of providing academic, scientific, and public service.

III. Detailed Policy Statement

All campus affiliates and non-affiliates must comply with the following physical mitigation measures when present on UCSC controlled property. Entry and presence in University Facilities without complying with the Requirements of this policy are unauthorized.

- All individuals must engage in physical distancing at all times by remaining six feet or more away from other individuals, except those individuals with whom they share their primary residence.
- All individuals must wear face coverings, except when located alone in a private office, when eating, in the individual's on-campus residence (including single student housing, family student housing, College Provost housing, and employee housing), or when outside and located more than six feet away from any other individual.
- Individuals should not congregate on University property or in University Facilities, including indoor common areas and private rooms and offices, except when attending University sponsored and controlled events, such as classes and lectures, and must maintain a physical distance of six feet or more at all times. This includes when seated or standing in classrooms, dining facilities, in private spaces such as offices and conference rooms, and in all other common areas such as kitchens, breakrooms, restrooms, patios, courtyards, and other outside common areas. Individuals may not congregate in outdoor areas, including public seating, event venues, etc. Individuals are allowed to stand in organized lines while waiting for service at University facilities; however, individuals must remain six feet or more from any other individual and may not remain in a service area after they have received service.
- All individuals must participate in the campus symptom check health screening process, and any additional facility access screening, including any symptomatic and asymptomatic testing, prior to entering UCSC facilities and physical spaces.
- Individuals may not enter University properties if they have tested positive for COVID-19, have been exposed to someone who has tested positive for COVID-19 or are experiencing possible undiagnosed COVID-19 symptoms. Eligibility to re-enter University properties is situational and requires clearance from the campus COVID-19 Public Health Case Manager.
- All individuals must follow all facility-specific guidance provided by the University when entering or present in University facilities, in addition to these Requirements. The facility-specific guidance controls if there is a conflict with these Requirements.
- All individuals must follow all guidance provided by the University regarding cleaning and disinfection of their University workspace and/or residential space, including shared-use areas and vehicles.
- All individuals must follow all University directions regarding the availability of space on campus and may not use space that has been designated as closed by the University.
- Individuals may not remove/rearrange furniture or equipment in any University space unless it has been approved by Physical Planning, Operations, and Development (PPDO) or the unit responsible for management of the space. Doing so may impact the capacity and physical distancing achieved in the space.

Compliance

Violating this policy threatens public health and the health of members of the campus community. Any individual found to be in violation of this policy may be subject to disciplinary action in accordance with applicable faculty, staff personnel, including collective bargaining agreements, or Code of Student Conduct policies. Violators will be required to comply, or their consent to remain on campus will be withdrawn consistent with applicable state law. See Cal. Penal Code §§ 626.2, 626.4, and 626.6.

Individuals who witness violations of this policy may make a report to their supervisor or to the UCSC COVID-19 compliance program. All reports will be referred to the unit responsible for the University facility or activity for follow up. The responsible units may also consult with Staff Human Resources, Academic Personnel Office, or the [Dean of Students Office](#) to discuss appropriate actions.

IV. Getting Help

Risk and Safety Services provides training and assistance to campus units (including help with completing forms, carrying out procedures, or interpreting policy).

If you need help with ...	Contact ...
Determining if this policy applies to your space	Risk and Safety Services, oes@ucsc.edu
Modifying your space to comply with this policy	Environmental Health and Safety Services, ehs@ucsc.edu , or via work request, https://physicalplant.ucsc.edu/request-services/request-workorder.html , 831-459-4444
Reporting a compliance concern	Online COVID compliance reporting form
Reporting an imminent public health threat	UCSC Police Department, 911

V. Applicability and Authority

This policy on public health applies to all campus affiliates and non-affiliates on UCSC controlled property. The Vice Chancellor for Business and Administrative Services is the campus authority for this policy, with implementation authority delegated to the Associate Vice Chancellor for Risk and Safety Services, including the authority to approve exceptions.

Enforcement of the interim policy will be the responsibility of:

- Principal Officers
- Managers and Supervisors
- Staff Human Resources, Academic Personnel Office, Student Conduct and Community Standards
- Environmental Health and Safety
- University Police
- Procurement

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This policy was reviewed and approved by Campus Provost/Executive Vice Chancellor, Lori Kletzer, on 08/13/2020. Next review date is 02/13/2021.

VI. References for More Information

Federal Laws and Regulations

[FEMA-4482-DR-CA](#)

[CDC: Interim Guidance for Administrators of US Institutions of Higher Education](#)

[CDC: Social Distancing Guideline](#)

State Laws and Regulations

[Executive Order N-25-20](#)

[Executive Order N-33-20](#)

[Santa Cruz County Health Officer Orders](#)

UC Policies

[UC Regents "Principles for Responsible Operation of University Locations in Light of the SARS-CoV-2 Pandemic"](#)

[Regents Standing Order 100.6: Duties of the Chancellors](#)

[UC Policy: Management of Health, Safety and the Environment](#)

[Executive Order: Paid Administrative Leave Related to COVID-19](#)

Guidelines/Resources

[UCSC Student Handbook and University Policies](#)

[UCSC COVID-19 Recovery Website](#)

VII. Revision History

This is a new interim policy.