

**THE UNIVERSITY OF WYOMING  
BOARD OF TRUSTEES'  
REPORT AND SUPPLEMENTAL MATERIALS**

**December 15, 2021  
Conference Call Meeting**

The final report can be found on the University of Wyoming Board of Trustees Website at <http://www.uwyo.edu/trustees/>

## **University of Wyoming Mission Statement (July 2017)**

We honor our heritage as the state's flagship and land-grant university by providing accessible and affordable higher education of the highest quality; rigorous scholarship; the communication and application of knowledge; economic and community development; and responsible stewardship of our cultural, historical and natural resources.

In the exercise of our primary mission to promote learning, we seek to provide academic and co-curricular opportunities that will:

- Graduate students who have experienced the frontiers of scholarship and creative activity and who are prepared for the complexities of an interdependent world;
- Cultivate a community of learning energized by collaborative work among students, faculty, staff and external partners.
- Nurture an environment that values and manifests diversity, internationalization, free expression, academic freedom, personal integrity and mutual respect; and
- Promote opportunities for personal health and growth, physical health, athletic competition and leadership development for all members of the university community.

As Wyoming's only public university, we are committed to scholarship, outreach and service that extend our human talent and technological capacity to serve the people in our communities, our state, the nation and the world.

**TRUSTEES OF THE UNIVERSITY OF WYOMING AGENDA**  
**December 15, 2021**  
**Conference Call Meeting**

*Note: Only topics that have support materials provided in advance of the meeting are contained within this report. Topics that will be discussed with only a verbal report do not have information included.*

**WORK SESSIONS**

Spring 2022 COVID-19 Campus Plan – Seidel/Jones.....4  
*UW Regulation Review Committee (ad hoc committee); Kermit Brown (Chair)*  
**Consideration and Action:** Modifications to UW Regulations – Evans  
    • UW Regulation 12-5 (UW Foundation Funds Available for Appropriation) .....32

**AGENDA ITEM TITLE: Spring 2022 COVID-19 Campus Plan, Seidel, Jones**

**SESSION TYPE:**

- Work Session
- Education Session
- Information Item
- Other:  
[Committee of the Whole – Items for Approval]

*Attachments are provided with the narrative.*

**APPLIES TO STRATEGIC PLAN:**

- Yes (select below):
  - Driving Excellence
  - Inspiring Students
  - Impacting Communities
  - High-Performing University
- No [Regular Business]

**EXECUTIVE SUMMARY:**

In ongoing mitigation efforts against the COVID-19 pandemic and in consideration of continuing concerns around variants of the virus, UW administration has drafted a spring COVID-19 plan. The Board will receive a brief update on UW's efforts to help mitigate the spread of the virus, which includes discussion of the Omicron variant, the mask policy, recommendations for vaccines for the Early Care and Education Center and in UW healthcare settings, and the implementation of a contingency plan for the spring 2022 semester.

**PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:**

The Board has been updated on COVID-19 matters since March 2020.

**WHY THIS ITEM IS BEFORE THE BOARD:**

Continued updates on UW's response to the COVID-19 pandemic.

**ACTION REQUIRED AT THIS BOARD MEETING:**

Board approval, disapproval or modification of the 2022 Spring COVID-19 Campus Plan.

**PROPOSED MOTIONS:**

**MOTION #1:**

- 1) I move to continue the current mask policy in the Spring 2022 COVID-19 Campus Plan, to be revisited at the February 16, 2022, Board of Trustees meeting.

**OR**

- 2) I move to continue the current mask policy in the Spring 2022 COVID19 Campus Plan, to be revisited at each subsequent Board of Trustees meeting.

**OR**

- 3) I move to recommend but not require masks effective January 1, 2022.

**MOTION #2:**

- 1) I move to continue the requirement for ECEC employees to be vaccinated against COVID-19 (with a testing option in lieu of vaccination) in the Spring 2022 COVID-19 Campus

Plan. Any vaccine requirement would allow for an exemption for a sincerely held religious belief or an ADA accommodation.

**AND/OR**

- 2) I move to also include the requirement for employees in UW healthcare settings to be vaccinated with NO testing option in the Spring 2022 COVID-19 Campus Plan. This requirement includes the Family Medicine Residency Clinics in Casper and Cheyenne, the Albany Community Health Clinic in Laramie, UW Student Health Services, UW Student Pharmacy, UW Speech and Hearing Clinic, Wyoming Assistive Technology Resources Program (Wyoming Institute for Disabilities), COVID-19 Testing Program, UW Psychology Center, UW Counseling Center, and clinical researchers working with human subjects. Any vaccine requirement would allow for an exemption for a sincerely held religious belief or an ADA accommodation.

**AND/OR**

- 3) I move to also include the requirement for employees in UW healthcare settings to be vaccinated with a testing option in the Spring 2022 COVID-19 Campus Plan. This requirement includes the Family Medicine Residency Clinics in Casper and Cheyenne, the Albany Community Health Clinic in Laramie, UW Student Health Services, UW Student Pharmacy, UW Speech and Hearing Clinic, Wyoming Assistive Technology Resources Program (Wyoming Institute for Disabilities), COVID-19 Testing Program, UW Psychology Center, UW Counseling Center, and clinical researchers working with human subjects. Any vaccine requirement would allow for an exemption for a sincerely held religious belief or an ADA accommodation.

**AND/OR**

- 4) I move to recommend, but not require the COVID-19 vaccine for faculty, staff and students in the Spring 2022 COVID Plan.

**FINAL MOTION:** I move to approve the Spring 2022 COVID-19 Campus plan, to include the previous motions on the mask policy and vaccine mandates.

**PRESIDENT'S RECOMMENDATION:**  
The President recommends approval.



**College of Health Sciences**  
**Dean's Office**  
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DATE: 12/5/21  
TO: Ed Seidel, President  
University of Wyoming  
FROM: Presidential COVID Advisory Group  
RE: Update

## **COVID-19 Information Update**

### **Public Health update for the week of 11/22/21-11/27/21**

#### **Statewide**

- 1,042 cases in Wyoming

#### **Albany County**

- 74 cases in Albany county last week
- **14-Day Transmission Indicators (November 18 - December 1)**
  - Cases per 100,000: 376 (**HIGH** Transmission Level)
  - Test Percent Positivity: 4.6% (**LOW** Transmission Level)
  - Overall: **MODERATE-HIGH** Transmission Level

#### **Laramie County**

- 246 cases last week

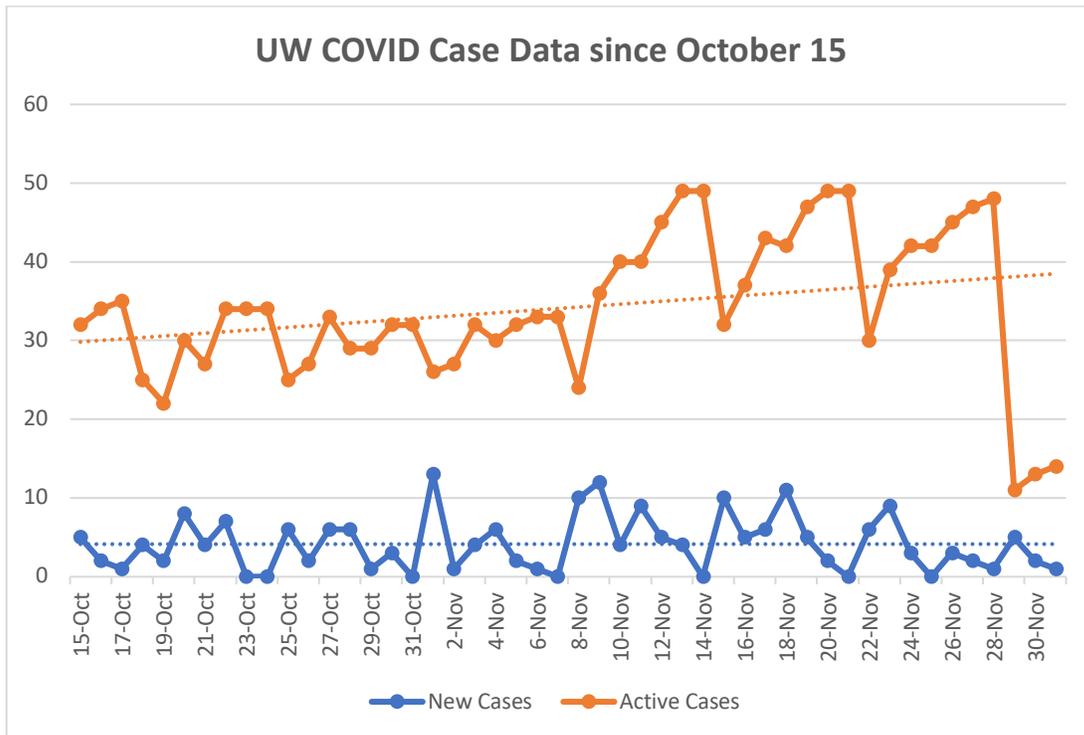
#### **Natrona County**

- 156 cases last week

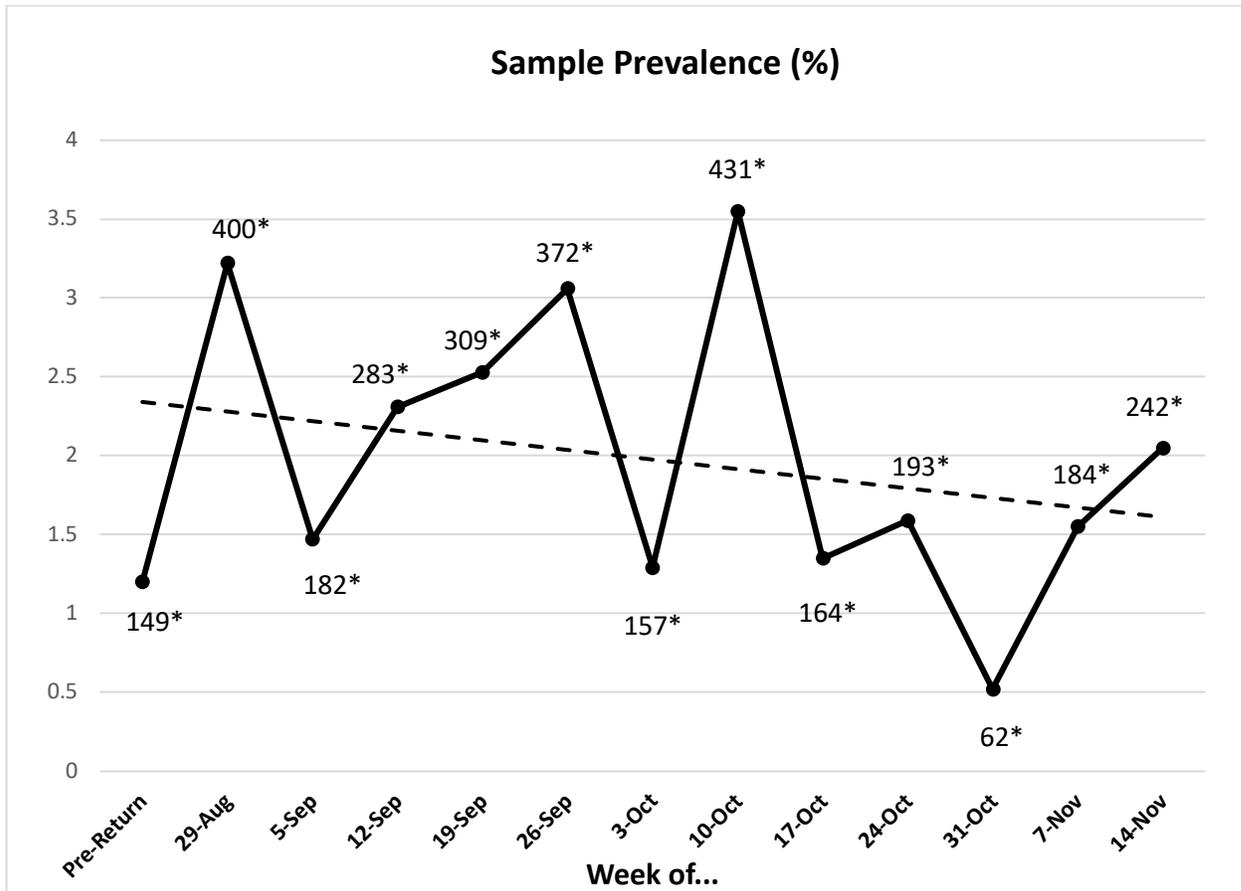
**Data reported for last week may not be as robust due to the Thanksgiving holiday and the subsequent reduction in testing.**

## UW COVID Data

Previous reports have provided Active Case and New Case data from September 10 to the present. These reports showed a consistent decline in the number of Active Cases into mid-October, with a plateau in Active Cases from mid-October to November 8. The following plot shows Active Case and New Case numbers since October 15.



***Interpretation:*** Over the last 30 days, the number of daily Active Cases has trended upward. Cases seemed to have plateaued at approximately 30 until the week of November 8, when a dramatic day-to-day increase occurred and repeated itself in each of the following 2 weeks. The sharp drop in active cases at the end of November is most likely "artificial" due to no on-campus testing and students being away from campus for Thanksgiving break.



\*Numbers reflect extrapolation of sample prevalence percentage to the entire campus community (~12,000 students, faculty, staff, administration)

**NOTE: THERE ARE NO RANDOM TESTING DATA TO REPORT FOR THE WEEK OF 11/21; TESTING WAS SUSPENDED DUE TO THANKSGIVING BREAK.**

*Interpretation: Results from the random testing program reveal a sample prevalence that has shown a steady, downward trend since the beginning of semester. It has been inconsistent week-to-week since the beginning of October.*

### The Omicron COVID Variant

There are global concerns about the recently discovered Omicron COVID variant, but there are many unknowns at this point. Currently, it has been detected in 16 states--one of those states being Colorado (in the Denver area). Early anecdotal reports suggest that Omicron *may* be more transmissible than the Delta variant, but the symptoms associated with the Omicron variant *may not* be as severe. Also, being vaccinated appears to minimize the symptoms. Again, **it is too early to make definite conclusions about the severity of this variant and the effectiveness of COVID vaccines to resist it.**

A recent article in Nature provides a review of what is currently known about Omicron. (Thanks to Don Jarvis for sharing.)

<https://www.nature.com/articles/d41586-021-03614-z>

## **Recommendations for the Beginning of Spring Semester**

Within the next few weeks, the UW community will be on Winter Break. Students/Faculty/Staff will be traveling, and students will be away from campus for an extended period. We cannot predict the behaviors of members of the UW community--or the environments in which they might find themselves--during the break. Consequently, there is an increased transmission risk upon the return from Winter Break. Given the emergence of another highly transmissible COVID variant, in addition to continued concerns regarding the Delta variant, we cannot rule out the possibility of another surge in cases occurring at the beginning of the Spring semester.

UW is planning to follow the same approach to testing at the beginning of the Spring semester that was implemented at the beginning of the Academic Year. All-campus testing will be carried out during the week before the beginning of classes. **The Advisory Group recommends continuation of the current mask policy through mid-February 2022, so that we can assess the prevalence of COVID-19 at the campus, county, and state levels and provide an informed recommendation to you and the Board of Trustees at the February meeting.**

~~FALL 2021~~ SPRING 2022

# ~~2021 FALL~~ 2022 SPRING CAMPUS PLAN

UNIVERSITY OF WYOMING

~~UPDATED SEPTEMBER 20, 2021~~

UPDATED DECEMBER 6, 2021



UNIVERSITY OF WYOMING

## Contents

<b>Preface</b> .....	<b>3</b>
<b>Introduction</b> .....	<b>4</b>
<b>Academics</b> .....	<b>4</b>
Academic Support .....	4
Academic Calendar .....	4
Course Delivery .....	4
<b>Athletics</b> .....	<b>5</b>
<b>Communications</b> .....	<b>6</b>
Communications Working Group .....	6
Communication Channels .....	6
<b>Community Engagement</b> .....	<b>6</b>
<b>COVID-19 Hub</b> .....	<b>7</b>
Overview .....	7
COVID Hotline .....	7
Contact Tracing .....	7
<b>COVID-19 Policy</b> .....	<b>7</b>
<b>Employee Wellness</b> .....	<b>8</b>
<b>Environmental Health &amp; Safety</b> .....	<b>9</b>
Enhanced Cleaning .....	9
Travel and Transportation .....	10
Communal Spaces .....	10
Retail Services .....	10
<b>Governance</b> .....	<b>11</b>
<b>Individual Health &amp; Safety</b> .....	<b>11</b>
Preventive Guidelines .....	11
Testing .....	11
Daily Self-Screening .....	11
<b>Research</b> .....	<b>12</b>
Graduate and Undergraduate Student Research .....	12
Standard Operating Procedures for Labs .....	12
Travel for Research .....	12

**Student Life & Housing.....12**

    Living and Learning ..... 13

    Occupancy..... 13

    Residential Dining ..... 13

    Student Visitors..... 13

**Student Engagement and Wellness.....13**

    Student Programming..... 13

    Student Wellness ..... 14

**Visitors in University Buildings and on University Grounds.....15**

**UW-Casper .....15**

**Vaccines .....15**

**Contingency Plan .....15**

**Glossary.....17**

## Preface

Over the course of the pandemic, the UW community has shown incredible strength, compassion and perseverance. As we look to the fall semester, the University will continue to follow the UW Community Standards to guide the path forward:

- **Community:** We, as faculty, staff and students, recognize we all have a role to play to protect our greater campus community. We understand and appreciate how our decisions and actions impact others. Community members will take all necessary precautions to minimize the incidence and spread of COVID-19 on campus.
- **Integrity:** We conduct ourselves with honor and honesty even in the most challenging times. We understand the need to adhere to safety guidelines and following protocols. The true test is what we choose to do when no one else is present to hold us accountable.
- **Social Consciousness:** We recognize that respecting the dignity of every person is essential for creating and sustaining a flourishing University community. We understand each member of our community may be facing distinct impacts during this unprecedented time. We will discourage and challenge those whose actions may be harmful to the welfare of others.
- **Respect:** We commit to showing positive regard for each other and for the community, especially in times of uncertainty and change. This means we will appropriately engage with one another to communicate and to acknowledge what is needed to reduce the risk on campus.
- **Responsibility:** We acknowledge we are accountable for our learning, personal behaviors, and future wellbeing. All UW community members should use sound judgment and take personal responsibility for our actions.

## Introduction

This plan outlines how the University will function for the ~~fall~~spring semester of ~~2021~~2022, as conditions currently allow for students and employees to engage in in-person instruction. The University will continue to work with and follow guidance from our partners at the Wyoming Department of Health and Albany County Public Health.

As directed by the University Board of Trustees, the University will continue to consider state and federal guidance. While the availability of COVID-19 vaccines has significantly helped to reduce the transmission of the virus, new variants and low vaccination rates present additional challenges. Preventative measures like facial coverings, physical distancing, good hygiene, limiting large gatherings, and testing continue to be important components of slowing the spread of the virus. ***Participation in the Wyoming Department of Health's COVID-19 Vaccination plan is essential for increasing the University's ability to provide in-person experiences and activities.***

The following sections provide the framework for the ~~fall~~2021spring 2022 semester and will become effective on ~~August 23, 2021~~January 3, 2022 and remain in place through ~~December 31, 2021~~May 13, 2022.

## Academics

### Academic Support

The [Elbogen Center for Teaching and Learning](#) continues to be committed and available to faculty in designing courses that will be engaging and impactful for students. The Office of the Provost maintains an updated set of adjusted policies adaptive to COVID at: <https://www.uwyo.edu/acadaffairs/announcements/temp-policies.html>.

Student academic support through tutoring, advising, and mentoring continue to be available and continuously expanded through [LeaRN](#), college advising centers, [ACES](#), the [Transfer Success Center](#), and [the Student Success and Graduation](#) office. ~~New academic support tools like CircleIn, an online app for remote studying, will also be available.~~

### Academic Calendar

The academic calendar can be found on the Academic Affairs website ~~at:~~  
~~[http://www.uwyo.edu/acadaffairs/\\_files/docs/academic-calendar.pdf](http://www.uwyo.edu/acadaffairs/_files/docs/academic-calendar.pdf).~~ ~~Please check the Office of Registrar's website for additional information.~~

***What's New for Spring 2022 Class Schedule: Classes will return to pre-pandemic start and stop times. In most instances this means there will be a 10-minute passing period between classes. The spring course schedule can be found on the Office of the Registrar website.***

### Course Delivery

The University continues its commitment to students with an emphasis on in-person instruction for the ~~2021 fall~~2022 spring semester. ~~The University is committed to providing quality education that allows for a combination of in-person and online course modalities. The Office of Academic Affairs works with colleges and academic units to ensure that students are provided with instructional experiences, including class schedules and mode of delivery, that best align with the course content and enables students to make adequate progress toward graduation. A combination of in-person and online learning will be offered. As with any university-approved absence, f~~Faculty are required to find alternative arrangements for students who are unable to attend in-person classes for reasons due to COVID, including if students are in quarantine or isolation. All classes must be able to shift to online delivery should conditions associated with COVID-19 require this change.

The Office of Academic Affairs will provide guidance on adjustments to academic policies and schedules to ensure student success and progress toward graduation, including necessary adjustments for seniors and graduate students who must complete in-person activities to complete their degree. Students can review course delivery for specific course via UW's course catalogue.

## Athletics

The University is committed to reducing risk to student-athletes, staff, and coaches from COVID-19. The following section outlines the steps the Athletic Department is taking to support sports participation in the ~~fall~~ spring (2022) in a measured, disciplined way that accounts for the safety and well-being of everyone involved. Plans will need to remain flexible in order to adequately conform to the most recent guidance from the Center for Disease Control (CDC), the U.S. Department of Education, and the State of Wyoming. While the information below is not all inclusive, it does provide an overview of the steps the University is taking to address student-athletes' safety. Due to the unique need for flexibility to ensure conformity with State and Federal guidance as well as NCAA/Mountain West Conference requirements for sports participation, the Athletic Primary Care Physician/Medical Director may modify the Athletics Department Plan upon consultation with the President. Additionally, certain University-wide policies may not be applicable in the conduct of athletics activity and/or where student-athletes are regularly interacting with other student-athletes pursuant to their sport. In those circumstances, the Athletic Primary Care Physician/Medical Director shall work with Athletic Department leadership to implement other reasonable measures to ensure the safety of the student-athletes and staff.

### COVID-19 Testing

All student-athletes and Athletic Department personnel will partake in required testing for COVID-19 in accordance with applicable conference, ~~the~~ NCAA and UW guidelines/parameters.

### Cleaning

Policies and procedures will be implemented to ensure that all areas/equipment is cleaned after usage and at additional times throughout the day. ~~Athletics facilities staff will also conduct additional cleaning at night including "deep cleanings" multiple times per week.~~

### Quarantine and Isolation

Student-athletes returning to Laramie for the spring (2022) semester will be evaluated by Dr. Boyer (Primary Care Physician/Medical Director)/the Sports Medicine staff on a case-by-case basis to determine whether the student-athlete has to quarantine and, if so, for how long. Factors including, but not limited to, mode of transportation (driving vs. flying), potential exposure (e.g., did the student-athlete engage in "high risk" activities, was the student-athlete around someone with COVID/symptoms, vaccine status, etc.), etc. will be considered.

- **Housing During Quarantine/Isolation:** If/when necessary, UW Athletics will work with UW RLDS to provide appropriate housing accommodations for student-athletes during quarantine and isolation.
- **Food During Quarantine/Isolation:** If/when necessary, UW Athletics will work with UW RLDS and/or the HAPC Training Table to provide appropriate meal accommodations for student-athletes during quarantine and isolation.

### Additional Safety Measures

All student-athletes, coaches and staff have been provided face coverings/masks for use as directed by the Athletic Department's Primary Care Physician/Medical Director. The use of face coverings/masks may be required by the Athletic Department's Primary Care Physician/Medical Director based upon any applicable NCAA and/or conference directives, State and Federal guidance, or where necessary to ensure safe participation in athletics activity. As always, all student-athletes will have access to Dr. Boyer and the Sports Medicine staff for all medical needs if/when necessary.

Please note, as stated above, the safety of our student-athletes is paramount. However, even with the above described plan we have in place there is a risk that some student-athletes (or coaches/staff) may test positive (COVID-19). If/when that occurs, Athletics will continue to have the appropriate measures in place to quickly and safely address the issue (e.g., separate housing, tracing policies/procedures, additional testing, etc.).

## Communications

The UW communications working group, composed of representatives from across UW, will continue to work to ensure broad communication and transparency with the UW community and its various constituencies regarding the University’s COVID-19 mitigation efforts. The emphasis will be on proactive communications to help the UW community navigate a difficult, fluid situation through adherence to public health guidelines, flexibility and continued perseverance.

### Communications Working Group

The UW Communications Working Group will act as a “hub” for all university messaging as it relates to COVID-19. The group will work to promote one voice to provide consistency and transparency of all messages related to COVID-19. The team will be responsive to changing communication priorities as the COVID-19 situation on campus evolves.

### Communication Channels

UW will continue to employ several communication methods on an ongoing basis ~~during the 2021 fall semester. These methods proved useful during the previous academic year.~~

Channel	Description	Owner
<del>Campus Return</del> COVID-19 Website	The <del>Campus Return</del> COVID-19 website was revamped in the Fall 2020 semester to prioritize #CowboysCan messaging. The page will continue to be updated and enhanced with the latest information relevant to students and employees.	Institutional Communications
#CowboysCan student-driven COVID-19 awareness campaign	#CowboysCan is a campaign to educate the UW campus community on all things COVID-19, while also encouraging student’s active participation in safety efforts and testing.	UW Digital Team / Students
The Big Picture	UW's weekly communication that features bite-sized information important for the campus community.	Institutional Communications
Email Communications	UW will continuously evaluate the volume of email communications sent to students and employees but will still use this medium as a key communication method.	Institutional Communications
Video Messaging	Video messaging has been successful and will continue to be leveraged.	Institutional Communications

## Community Engagement

Recognizing the impact of its decisions on the state and local community, the University is committed to effective communication with state and community leaders. UW will continue its regular consultation with the Governor’s Office, the Wyoming Department of Health, Albany County Public Health, Iverson Memorial Hospital, Albany County

School District 1, the City of Laramie, Downtown Laramie, the Laramie Chamber Business Alliance, Community Colleges and other entities to develop and implement policies regarding COVID-19. These collaborative efforts address health and safety rules and recommendations as well as promotion of practices including wearing face protection, physical distancing, proper hygiene ~~and avoiding gatherings where these practices are not followed.~~

## COVID-19 Hub

### Overview

The purpose of the COVID Hub is to ensure incident safety, provide customer service to internal and external stakeholders, and act as the liaison between UW and other state and local government agencies participating in the incident. The COVID Hub serves as the initial point of contact for all COVID-related inquiries and requests, works closely with the Wyoming Department of Health (WDH), and provides assistance and wellness support to students temporarily living in quarantine and isolation housing.

The COVID Hub is also responsible for reporting testing data to UW leadership to assist with making informed decisions based on the university's COVID indicators and to provide testing updates to the UW community through the [COVID-19 dashboard](#).

### COVID Hotline

The COVID Hotline provides email and phone support to the UW community with general inquiries related to COVID-19. Individuals can reach the COVID Hotline by email at [COVID19@uwyo.edu](mailto:COVID19@uwyo.edu) or by phone (307-766-2683). Support from the COVID Hotline includes but is not limited to:

- Reporting a COVID test result
- Information regarding isolation or quarantine requirements
- Information about UW's Testing Program
- Requesting a COVID-19 test or requiring medical care
- Assistance with sick leave
- Information on residential living and dining services
- Information related to Academic Affairs, such as difficulties with classes
- ~~Information about cleaning, PPE supplies, safety and sanitation~~
- Reporting a concern
- Needing to speak with a welfare coordinator

### Contact Tracing

The Wyoming Department of Health will provide contact tracing efforts for University students and employees, consistent with those efforts for the general population of the state. Additionally, the Wyoming Department of Health will continue to provide the COVID Hub with employee/student information regarding positive COVID-19 tests resulting from outside testing sources (non-University testing efforts).

University students and employees are expected to comply with Wyoming Department of Health isolation and/or quarantine orders, and the University shall take appropriate steps to accommodate said orders.

## COVID-19 Policy

The UW COVID-19 Policy is a temporary university policy that all members of the UW community must adhere to for the duration of the COVID-19 pandemic, including while off campus. The UW COVID-19 Policy considers the needs of a wide variety of stakeholders and is informed by health and safety recommendations from the CDC and the Wyoming Department of Health. The plan has also been structured to provide flexibility based upon the ever-

evolving environment and virus transmission as well as the need to accommodate the safety of the University community as a whole.

Beginning on ~~August 23, 2021~~January 3, 2022 all students, faculty, staff are required to abide by the University's ~~2021 Fall~~2022 Spring Semester Campus Plan. Compliance with the requirements of this plan is critical. Incidents of noncompliance for employees will be managed through UW Regulations, the employee handbook, and "corrective action" policies and procedures. Incidents of noncompliance for students will be managed through UW Regulations and the Student Code of Conduct. Violations of the COVID Policy could result in disciplinary action, up to and including termination of employment for employees and dismissal from the University for students.

## Masks and Social Distancing

With some exceptions, masks are required inside most University of Wyoming buildings where 6-foot social distancing is not possible under a policy that took affect August 16, 2021. Classrooms, labs and high-traffic areas, such as the Wyoming Union, are places where 6-foot distancing is not always possible, so masks would be necessary there. But some meeting spaces may lend themselves to required distancing and, of course, masks are not required for people alone in offices, residence hall rooms and private spaces. Exceptions to the indoor mask requirement are voluntary public events such as athletics and music, theater and dance performances; voluntary social events; and private, by-invitation events that involve rental and/or use of UW spaces on campus. For classes where the ability to see speakers' mouths is essential, faculty members will have the ability to seek exceptions to the masking policy through the Provost's Office. Employees and students who have legitimate medical reasons to not wear masks can seek exceptions through Human Resources and University Disability Support Services (UDSS). ~~The mask requirement will remain in place at least through September 20, 2021 — at which time the UW Board of Trustees will revisit the requirement and provide further direction.~~

On September 17, 2021, the UW Board of Trustees continued this current mask policy with one exception: to allow patrons of Half Acre to remove their masks when participating in recreational activities, sport or fitness or when in the audience if at a voluntary public event. Patrons will still be required to wear masks when entering and exiting the building, at all customer service desks, and in meeting rooms.

The mask policy will be revisited at each subsequent Board of Trustees meeting through the end of the Fall 2021 semester.

For Spring 2022, due to the uncertainty of the Omicron variant, the current mask policy will be continued until the February 16, 2022, Board of Trustees conference call, at which time it will be revisited.

Students and employees are reminded that Federal law *requires* the use of face coverings while traveling on public transportation, which includes University provided campus shuttles.

## Employee Wellness

Providing a healthy and safe campus environment for our employees remains a top priority for the University of Wyoming. The University will continue to offer a variety of programs and services to achieve this.

**Employee Assistance Program (EAP)** provides benefited employees and their household members with professional counseling, as well as legal and financial assistance. UW partners with Deer Oaks EAP Services, to provide services at no cost to UW employees. Access any of the services by visiting the Deer Oaks EAP Services website, or by calling 1-888-993-7650.

**Cigna**, UW's medical insurance provider, has many resources for emotional and physical health for employees. Go to mycigna.com for details. There are wellness topics on sleep, stress, heart health, diabetes, emotional health,

smoking cessation, and respiratory health. Cigna insurance also has a basic level of additional EAP resources for employees to use, including Emotional Health and Family Support.

**Wyoming on Wellness** website (part of Cigna) has a variety of behavioral and physical wellness resources and incentives for employees to utilize. *Prevail* is an on-demand coaching and mental health coaching program, *Happify* is a set of activities and games that can help with emotional, well-being and how you see the world.

**Wyoming Health Fairs** has a variety of services such as Health Coaching, Wellness Challenges, Biometric Screenings, and low-cost screenings. Some of their services are free and others do have a fee.

**LinkedIn learning** has trainings that can help managers with a wide variety of supervisory techniques.

**COVID-19 Employee Resources** page, located on the UW home page, contains many additional resources.

Emergency Sick Leave with Pay allows up to 80 hours of paid leave for full-time and 40 hours for part-time employees per calendar year, for specific COVID-19 related categories. This optional program will remain in effect through the 2022 calendar year. Benefited employees will submit a time card in HCM, while part-time non-benefited employees will use the Emergency Sick Leave Form. If a benefited employee needs additional time off, employees can utilize their personal Sick/Comp-Time/Vacation leave banks. Leave for other non-COVID-19 ailments (e.g. sprained ankle) will be drawn from their regular sick leave bank.

Qualifying COVID-19 related instances:

- Sick with COVID-19
- Caring for someone with COVID-19
- Quarantined due to exposure to someone with COVID-19
- Experiencing reaction to COVID-19 vaccine or booster
- Caring for a child (18 and under, or disabled adult child) whose school or place of care is closed (or child care provider is unavailable) for reasons related to COVID-19. If the person is asymptomatic and can work remotely, then sick leave is not needed to be used.

## Environmental Health & Safety

UW will continue to follow the environmental health and safety plan built around enhanced cleaning regimens and modifications to communal spaces, changes to dining and retail areas, and visitors to campus.

### Enhanced Cleaning

The University will provide enhanced cleaning services consistent with CDC and OSHA recommendations regarding cleaning and sanitizing. To maintain a safe environment, UW will:

- Disinfect and sanitize classrooms, workspaces, common areas, and other high-traffic areas.
- Provide each classroom and workspace with cleaning materials available for use by students, faculty and staff.
- Secure an adequate supply of cleaning products and face masks.
- Place hand sanitizer and face mask stations in high traffic areas and outside of offices, classrooms, and common areas.

## Travel and Transportation

Business-related travel shall conform to standard pre-COVID University travel policies. Consistent with WDH and CDC guidance, employees and students must adhere to the following:

- Non-vaccinated individuals must have a negative COVID-19 test 1-3 days prior to traveling (vaccinated individuals do not need a negative test prior to traveling);
- Consistent with Federal mandates, face coverings are required for individuals utilizing any mode of public transportation; and
- Non-vaccinated individuals are strongly encouraged to self-isolate upon returning per CDC guidance.

All travel using University owned vehicle/transportation services should adhere to the travel guidelines outlined in [the University's COVID Policy this section](#). Per CDC guidance, people who are sick or have recently had a close contact (closer than 6 feet for at least 15 minutes) to a person with COVID-19 should not use public transportation and should stay home except to seek medical care. Individuals who have an increased risk of severe illness from COVID-19 should limit their travel.

Passenger capacity with UW Fleet vehicles has resumed normal limits. Face coverings are required in vehicles unless individuals can socially distance ([consistent with the mask policy outlined above, this requirement will be revisited at the February 16, 2022, Board of Trustees Conference Call](#)). The University recommends proper hygiene/handwashing, cleaning and disinfecting surfaces, improving ventilation, and trying to share vehicles with members of a household if possible. [Consistent with Federal mandates, masks are required for individuals utilizing any mode of public transportation.](#)

## Communal Spaces

To reduce risk in communal spaces, UW will:

- Allow events for a maximum number of participants per guidelines established by county, State and Federal authorities. These guidelines will evolve over time and be communicated as conditions change.
- Continue to maintain face mask and hand sanitizer dispensers at the entry of each building.

All students (including registered student organizations), employees, and visitors are required to follow these requirements for communal spaces.

## Retail Services

To reduce risk in retail locations, UW will:

- Continue retail operations and catering with some services limited. This will evolve as conditions change.
- Limit the use of cash.
- Increase the availability of grab-and-go/pick-up options at destinations.
- Encourage students to pre-order for direct pick-up.
- Deliver food to students who are quarantined and isolated.

## Governance

The University has implemented the decision-making process and authority more closely with the President's Office and Cabinet members, with continued guidance from the now well-established COVID Hub and Testing teams. Additional working groups (existing and new) may be called upon to assist as needed.

The University may modify the proposed governance structure at any time at the discretion of the President in order to meet the needs of the UW's COVID response.

## Individual Health & Safety

The following individual health and safety activities continue this spring:

### Preventive Guidelines

The University ~~requires~~ recommends all students, faculty and staff to abide by the following preventive guidelines ~~established in the COVID Policy~~, including:

- Not coming to campus if you are sick.
- Minimizing contact with shared surfaces.
- Washing your hands often with soap and water for at least 20 seconds. If soap and water are not available, use hand sanitizer.
- Avoiding touching your eyes, nose, and mouth with unwashed hands.
- Covering coughs and sneezes with a tissue or use the inside of their elbow.
- If you exhibit any symptoms, wear a mask that covers the nose and mouth while indoors in public spaces.

Learn more about [how to protect yourself and others](#) on the CDC website.

~~All~~ New students and employees will also be required to take a one-time mandatory COVID-19 education session at the beginning of the ~~fall 2021~~ semester, including information regarding the science of the virus and vaccines.

### Testing

All students and employees are required to participate in the mandatory COVID-19 testing event prior to the start of ~~fall~~ spring classes (initial surveillance tests must be secured by all individuals prior to ~~August 22, 2021~~ January 18, 2022). This one-time surveillance testing event will serve to identify positive cases entering the campus community and allow University leadership to immediately address any issues at the beginning of the term.

Additionally, the University will conduct random sampling diagnostic testing of 3% of the entire University community on a weekly basis, including those who are vaccinated. General voluntary diagnostic testing will be available to asymptomatic faculty, staff, students and the public. [Note that the 3% sample might increase ~~to better detect an increase in cases and may convert to 100% of the University community if warranted~~ or decrease if conditions warrant.]

Exemptions: Individuals may request a medical or religious testing accommodation through HR (employees) or through UDSS/DOS (students).

### Daily Self-Screening

UW encourages students and employees to self-monitor for COVID-19 like symptoms and take appropriate precautions to help slow down the spread of COVID-19 by keeping individuals with symptoms from entering campus and communal spaces.

## Research

During the ~~fall~~-spring semester, all services provided by the Office of Research and Economic Development (ORED) and the Office of Sponsored Programs (OSP) will continue to stay open for business. The majority of research activities are conducted on campus; therefore, faculty, staff and students retain access to university research spaces, and research support services remain available. However, the University's constraints on research may evolve and will depend on the class of research activity and the evolution of the viral intensity and transmission conditions and public health guidelines.

### Graduate and Undergraduate Student Research

UW faculty are to continue to advise and work with their graduate students toward advancement of their degrees. UW undergraduate students, who are conducting research as part of the federal work-study program, can continue their research and be paid if they so choose. It is recommended that supervisors review duties of part-time hourly undergraduate research employees and alter as needed to protect their health and well-being in accordance with CDC guidelines ([link](#)) for minimizing exposure in the workplace.

### Standard Operating Procedures for Labs

Due to the unique set up and operations of each lab on campus, ORED will allow each laboratory manager or field research investigative lead to develop standard operating procedures (SOP) specific for their research activities to minimize the risk of spread of COVID-19. At a minimum, SOPs need to align with CDC and WDH guidelines and current UW COVID-19 policies for medical surveillance of participants, social distancing, travel, use of masks and PPE, and disinfection regimens for reducing the spread of COVID-19.

Standard operating procedures should be posted, shared with, and adhered to by all faculty, staff, students, and visitors, in the research space with a copy provided to the reporting department head and dean/director.

### Travel for Research

Business related travel shall conform to standard University travel policies consistent with CDC guidance. More specifically:

- Vaccinated individuals do not need a negative test prior to traveling;
- Non-vaccinated individuals must have a negative COVID-19 test 1-3 days prior to traveling;
- Consistent with Federal mandates, masks shall be required for individuals utilizing any mode of public transportation and;
- Non-vaccinated individuals are strongly encouraged to self-isolate upon returning per CDC guidance.

## Student Life & Housing

Student life and housing plays a crucial role in the health and wellness of UW students, and the University will continue to develop new and innovative programming to engage students and enable the fullest campus experience possible. Additionally, during the fall semester, Residence Life and Dining staff will continue to work with students to accommodate isolation and quarantine orders in residential facilities. Students residing in campus housing (UW residence halls or UW apartments) are directed to contact Residence Life and Dining staff to secure these accommodations.

The following details modifications UW is making to student programming to promote the student experience in a safe and supportive environment.

## Living and Learning

To promote living and learning on campus, UW will require students to take simple steps to help protect against the spread of the virus, including:

- Following proper hygiene practices and regularly clean their living spaces.
- Adhering to the posted limits on the number of people allowed in communal spaces such as laundry rooms, dining halls, retail venues, and learning environments.

## Occupancy

UW will allow double occupancy for Fall 2021/Spring 2022; however, vaccinated individuals will be allowed to disclose this information to University staff and request housing and/or roommates that are vaccinated (a preference but not guaranteed). Policies for Q/I housing and reasonable accommodations for those with documented disabilities who are unable to be vaccinated will also be considered when making housing arrangements.

## Residential Dining

The residential dining plan will continue to focus on the health and wellness of students by providing healthy, tasty, and nutritious meals while facilitating social distancing, reducing the use of shared items, and providing enhanced cleaning.

## Student Visitors

Students and their guests will also be asked to adhere to the UW's Visitor Policy. Please reference the [Visitor Policy](#) for further details.

## Student Engagement and Wellness

### Student Programming

**Center for Student Involvement & Leadership (CSIL)** seeks to provide opportunities for students to engage on campus through inclusive student-centered programs, communities, services, and experiential learning opportunities to complement the academic experience. Even with COVID health guidelines in place, there are many opportunities for engagement as limited in-person programming is available and services have been adapted to allow for greater virtual interactions.

Through the services of [CSIL](#) you can:

- Join or create a Student Organization
- Volunteer to help your local or global community
- Serve as a student government leader
- Participate in fun activities with your peers
- Find community among those who are both similar and different from you
- Learn about resources to help you be successful
- Obtain on-campus employment

**Gathering Guidelines** were created and implemented to help ensure health guidelines are followed during UW events and programming. Masks are *recommended*, but not required for voluntary public events such as athletics and music, theater and dance performances; voluntary social events; and private, by-invitation events that involve rental and/or use of UW spaces on campus. For all other events, masks are required where 6-foot social distancing is not possible (consistent with the mask policy outlined above, this requirement will be revisited at the February 16, 2022, Board of Trustees Conference Call). Event participant numbers will continue to remain at maximum facility capacity, as approved on July 1, 2021.

## Student Wellness

Student health and wellbeing are paramount as the University coordinates a comprehensive response to COVID. As such, all health services continue to be available with a combination of in-person and virtual services. UW has also committed extensive additional support to students who test positive or are identified as a close contact to someone who tests positive and therefore need to complete quarantine or isolation directives. Care and support are also provided by the faculty and academic support resources students engage with daily during the academic semester.

**University Counseling Center (UCC)** will provide in-person support and phone and telehealth support for on-campus and off-campus students in Wyoming. Contact UCC at (307) 766-2187 Monday – Friday from 8AM – 5PM. After hours crisis support is available at (307) 766-8989.

**UW Student Health Service (SHS)** will be open on campus. SHS provides comprehensive care and can address COVID-19 concerns and facilitate testing. Students are directed to call Student Health Service before visiting the clinic at (307) 766-2130.

**Campus Recreation** will be open, and reservations can be made for workouts, swimming, fitness classes, and athletic training telehealth appointments. They are also providing virtual programming and resources to help students stay active and well from any location. Subscribe to the [UWYO Campus Recreation YouTube Channel](#) for virtual offerings throughout the academic year.

**Disability Support Services (DSS)** is providing accommodation for DSS students in alternate learning environments. For additional support, email DSS at [udss@uwyo.edu](mailto:udss@uwyo.edu) or call (307) 766-3073.

**UW Food Share Pantry**, a new centralized food pantry located in Knight Hall (Room 106), will be available to all students. In response to the COVID-19 pandemic, we have arranged curbside pickup for food orders. Complete the [request form](#) and select a time for your order pick up during our hours of operation. Instructions for pick up provided on the form.

**Multicultural Affairs** will continue to provide virtual support for students by connecting them to campus, local, and national resources. Multicultural Affairs advocates for marginalized students to develop a positive sense-of-self, create strong community connections, and thrive in all aspects of life. Contact Multicultural Affairs at [uwma@uwyo.edu](mailto:uwma@uwyo.edu).

**Welfare Coordinators** are another on-campus resource available to all students who need information and support. Sometimes students are not certain of who they should contact about a matter. The Welfare Coordinators are versed in all campus services and can often attend to needs and concerns directly or refer to other campus departments when appropriate. Contact the Dean of Students office to connect with a coordinator, 307-766-3298 or [dos@uwyo.edu](mailto:dos@uwyo.edu).

## Visitors in University Buildings and on University Grounds

While on University-owned property or when conducting University business or activities, including instruction and research, visitors must observe the same health and safety requirements as students, faculty and staff. Visitors acknowledge that there are risks related to exposure to COVID-19. Should visitors choose not to abide by the University's COVID Policy while on campus, they will not be permitted to participate in work, events, activities, research or other engagements and will be asked to leave campus.

## UW-Casper

UW-Casper will follow the same academic calendar as UW-Laramie, and students at UW-Casper will have several options for instructional delivery, including in-person, hybrid/hyflex, and online. UW-Casper students are to abide by UW COVID policies. In a few cases this will happen in a manner that is specific to the population of students served by UWC. Those UWC students living in Casper College (CC) dorms are expected to abide by CC Student Life and Housing rules, rather than the UW ones. UWC students should also follow Natrona County Public Health and WDH directives. UW's sole branch campus is an important part of Casper and it is vital that its faculty, staff, and students contribute to the safety and well-being of their community. UW-Casper will continue to work with Casper College to ensure students and employees have safe learning and working spaces.

UW-Casper has its own COVID-19 email: [CasperCOVID19@uwyo.edu](mailto:CasperCOVID19@uwyo.edu). UWC students who need to complete quarantine or isolation, and who need assistance, should use that email address or call the main UWC office.

## Vaccines

Except for the Early Care and Education Center (ECEC),<sup>1</sup> the University is recommending but not mandating the COVID vaccine for faculty, staff and students. However, the University will continue to strongly encourage and incentivize staff, faculty, and students to voluntarily take the COVID-19 vaccine. Additionally, UW requires that all faculty, staff and students report their vaccination status. For employees, a quick reference guide has been created to help report vaccinations within UW's HCM. Students who receive their COVID-19 vaccinations should upload documentation to the Student Health Service patient portal as soon as their vaccine series is complete.

## Contingency Plan

In the event the University needs to adapt to changing circumstances, UW administration may implement the following actions (including but not limited to):

- Increased testing of UW community
- Re-implementation of COVID Pass app for required daily screening of campus community
- Re-implementation of the following policies/guidance:
  - Visitor Policy
  - Transportation Policy

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<sup>1</sup> Employees of UW's ECEC are required to be vaccinated (religious and medical exemptions available) or have the option of being tested twice weekly in lieu of vaccination. The President's COVID Advisory Committee is recommending that the University require vaccines (no testing option, but religious and medical exemptions available) for University employees in healthcare settings, including the Family Medicine Residency Clinics in Casper and Cheyenne, the Albany Community Health Clinic in Laramie, UW Student Health Services, UW Student Pharmacy, UW Speech and Hearing Clinic, Wyoming Assistive Technology Resources Program (Wyoming Institute for Disabilities), COVID Testing Program, UW Psychology Center, UW Counseling Center, and clinical researchers working with human subjects.

- Gathering Guidelines
- UW Employee Business-related Travel Guidelines
- Enhanced and routine cleaning/disinfection of classrooms and common spaces
- Decreased social gatherings on campus and event capacity
- Recommended physical distancing
- Mandatory face coverings in certain indoor spaces
- Remote work to decrease density on campus. UW employees whose positions/job duties allow for remote work in coordination with supervisor.

## Glossary

**Center for Disease Control (CDC):** The CDC is a federal branch of the Department of Health and Human Services that “works 24/7 to protect America from health, safety and security threats, both foreign and in the U.S. Whether diseases start at home or abroad, are chronic or acute, curable or preventable, human error or deliberate attack, CDC fights disease and supports communities and citizens to do the same.” See [www.CDC.gov](http://www.CDC.gov)

**Close Contact:** Per CDC guidelines, close contact is defined as someone who was within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to test specimen collection) until the time the patient is isolated.

**Confirmatory Test:** A confirmatory test is an officially recognized diagnostic test required to confirm if an individual is carrying SARS-CoV-2, the virus that causes COVID-19.

**Contact Tracing:** Identifying and monitoring people who may have come into close contact with an infectious person. The Wyoming Department of Health will conduct contact tracing of all positive cases among the student, faculty and staff population providing for a rapid response to cases on campus.

**COVID-19:** COVID-19 is a respiratory virus that is spread by respiratory droplets from infected people and caused by SARS-CoV-2 and is short for “Coronavirus Disease 2019” ([CDC](http://CDC)).

**Distance Learners:** Distant Learners include all students who will NOT be returning to campus at any time during the fall semester. Distance learners do not intend to use any in-person campus resources, such as Half Acre, the Union, etc.

**Isolation:** The University follows the CDC’s guidance ([link to CDC](http://link to CDC)) in which isolation is used to separate people infected with SARS-CoV-2, the virus that causes COVID-19, from people who are not infected. People who are in isolation should separate themselves until it’s safe for them to be around others.

For students on campus who have tested positive, the University has dedicated isolation housing where students can safely and comfortably separate themselves for the required period of time, as determined by local public health officials at the Wyoming Department of Health.

**Quarantine:** Quarantine is used to keep someone *who might have been exposed to COVID-19* away from others. Quarantine helps prevent spread of disease that can occur before a person knows they are sick or if they are infected with the virus without feeling symptoms. People in quarantine should separate themselves from others and monitor their health, seeking immediate medical attention should they begin to show symptoms common with COVID-19.

For students on campus who might have been exposed to COVID-19, the University has dedicated quarantine housing where students can safely and comfortably separate themselves for the required period of time, as determined by local public health officials at the Wyoming Department of Health.

**Remote Employees:** Employees who plan to work from home as permitted by the Flexible Work Arrangement Policy or the sick leave/ADA/FMLA process. More specifically:

- ~~All UW employees shall return to work by August 23 (in person), but with a Flexible Work Arrangement Policy implemented (draft policy to be distributed prior to the Fall 2021 term)~~
- If employees need an accommodation for COVID-related illness (e.g., they have COVID, they are high risk, etc.), they will follow the normal sick leave/ADA/FMLA processes

**Self-Monitoring:** All students and employees are encouraged to identify whether they have any COVID-19 symptoms. Individuals are also asked to self-report positive test results for SARS-CoV-2, the virus that causes COVID-19, in the event that they have tested outside of the University's voluntary testing program. This allows the University to quickly respond to cases on campus or in the UW community.

**Social Distancing:** Social distancing requires individuals to maintain at least 6 feet of physical space between themselves and other people and to not gather in large groups.

**Symptomatic:** Individuals showing symptoms of COVID-19. Symptoms of COVID-19 include fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and diarrhea. See <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>.

**UW Lab Test:** The UW lab test is a saliva-based test that is processed in a pool of four samples at the Wyoming State Veterinary Lab (WSVL). The UW lab test is faster to submit, more cost effective, and provides rapid results, which allows the university to better detect COVID-19 cases early on.

**University of Wyoming – ~~Fall 2021~~Spring 2022 COVID Policy**  
*Abbreviated Reference Document*

The following sections provide the framework for the ~~2021 Fall-Spring~~ Semester effective ~~August 23, 2021~~ January 3, 2022 through ~~December 31, 2021~~ May 13, 2022.

### **Masks and Social Distancing**

With some exceptions, masks are required inside most University of Wyoming buildings where 6-foot social distancing is not possible under a policy that took affect August 16, 2021. Classrooms, labs and high-traffic areas, such as the Wyoming Union, are places where 6-foot distancing is not always possible, so masks would be necessary there. But some meeting spaces may lend themselves to required distancing and, of course, masks are not required for people alone in offices, residence hall rooms and private spaces. Exceptions to the indoor mask requirement are voluntary public events such as athletics and music, theater and dance performances; voluntary social events; and private, by-invitation events that involve rental and/or use of UW spaces on campus. For classes where the ability to see speakers' mouths is essential, faculty members will have the ability to seek exceptions to the masking policy through the Provost's Office. Employees and students who have legitimate medical reasons to not wear masks can seek exceptions through Human Resources and University Disability Support Services (UDSS). ~~The mask requirement will remain in place at least through September 20, 2021—at which time the UW Board of Trustees will revisit the requirement and provide further direction.~~

On September 17, 2021, the UW Board of Trustees continued this current mask policy with one exception: to allow patrons of Half Acre to remove their masks when participating in recreational activities, sport or fitness or when in the audience if at a voluntary public event. Patrons will still be required to wear masks when entering and exiting the building, at all customer service desks, and in meeting rooms. The mask policy will be revisited at each subsequent Board of Trustees meeting through the end of the Fall 2021 semester.

For Spring 2022, due to the uncertainty of the Omicron variant, the current mask policy will be continued until the February 16, 2022, Board of Trustees conference call, at which time it will be revisited.

### **Gathering and Event Guidelines**

Masks are *recommended*, but not required for voluntary public events such as athletics and music, theater and dance performances; voluntary social events; and private, by-invitation events that involve rental and/or use of UW spaces on campus. For all other events, masks are required where 6-foot social distancing is not possible (consistent with the mask policy outlined above, this requirement will be revisited at the February 16, 2022, Board of Trustees Conference Call). Event participant numbers will continue to remain at maximum facility capacity, as approved on July 1, 2021.

### **Visitor Policy**

While on University-owned property or when conducting University business or activities, including instruction and research, visitors must observe the same health and safety requirements as students, faculty and staff. Visitors acknowledge that there are risks related to exposure to COVID-19. Should visitors choose not to abide by the University's COVID Policy while on campus, they will not be permitted to participate in work, events, activities, research or other engagements and will be asked to leave campus.

### **COVID Testing and Education**

All students and employees are required to participate in the mandatory COVID-19 testing event prior to the start of ~~fall-spring~~ classes. This one-time surveillance testing event will serve to identify positive cases entering the campus community and allow University leadership to immediately address any issues at the beginning of the term. ~~Additionally, all students and employees will be required to take a one-time mandatory COVID-19 education session regarding the science of the virus and vaccines.~~

Following the one-time surveillance testing event, the University ~~has implemented~~will continue to implement a mandatory random sampling testing of 3% of the entire University community on a weekly basis throughout the remainder of the ~~fall-spring~~ term. Sample testing will include both those who are vaccinated and unvaccinated. *[Note that the 3% sample might increase ~~to better detect an increase in cases and may convert to 100% of the University community or decrease~~ if conditions warranted.]* The University continues to encourage students and employees to self-monitor for COVID-19-like symptoms and to not enter campus and communal spaces if they do have symptoms.

Students who live on campus must continue to report a positive test result to the COVID Hotline and Q/I housing will be available for on-campus students. Employees should report positive COVID tests to the COVID Hotline so that information can be provided.

University voluntary diagnostic testing will continue to be available to asymptomatic faculty, staff, students and the public.

### Vaccines

~~At this stage~~Except for the Early Care and Education Center (ECEC),<sup>1</sup> the University is recommending but not mandating the COVID vaccine for faculty, staff and students. However, the University will continue to strongly encourage and incentivize staff, faculty, and students to voluntarily take the COVID-19 vaccine. Additionally, UW requires that all faculty, staff and students report their vaccination status. For employees, a quick reference guide has been created to help report vaccinations within UW's HCM. Students who receive their COVID-19 vaccinations should upload documentation to the Student Health Service patient portal as soon as their vaccine series is complete. ~~All vaccinated students and employees are also eligible to win prizes through the University vaccine incentive program, the details of which are found here: <http://www.uwyo.edu/alerts/campus-return/vaccination/index.html>. Student incentives include one semester of tuition/fees, annual parking passes, pregame football field access passes, dining dollar cards, apple AirPods and dinner with the President or the Provost. Additionally, the Albany County health officer asked UW to assist with the County's incentive and vaccine campaign programs, which includes working with Ivinson Memorial Hospital, Albany County Public Health, Laramie Main Street and others to develop a plan that works on combating misinformation about the COVID-19 vaccine and increasing vaccine uptake in Albany County. UW staff and faculty are assisting with video scripts, surveys, clinics, and FAQ flyers for local providers.~~

### Travel and Transportation

Business-related travel shall conform to standard pre-COVID University travel policies. Consistent with WDH and CDC guidance, employees and students must adhere to the following:

- Non-vaccinated individuals must have a negative COVID-19 test 1-3 days prior to traveling (vaccinated individuals do not need a negative test prior to traveling);
- Consistent with Federal mandates, face coverings are required for individuals utilizing any mode of public transportation; and
- Non-vaccinated individuals are strongly encouraged to self-isolate upon returning per CDC guidance.

All travel using University owned vehicle/transportation services should adhere to the travel guidelines outlined in the University's COVID Policy. Per CDC guidance, people who are sick or have recently had a close contact

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<sup>1</sup> Employees of UW's ECEC are required to be vaccinated (religious and medical exemptions available) or have the option of being tested twice weekly in lieu of vaccination. The President's COVID Advisory Committee is recommending that the University require vaccines (no testing option, but religious and medical exemptions available) for University employees in healthcare settings, including the Family Medicine Residency Clinics in Casper and Cheyenne, the Albany Community Health Clinic in Laramie, UW Student Health Services, UW Student Pharmacy, UW Speech and Hearing Clinic, Wyoming Assistive Technology Resources Program (Wyoming Institute for Disabilities), COVID Testing Program, UW Psychology Center, UW Counseling Center, and clinical researchers working with human subjects.

(closer than 6 feet for at least 15 minutes) to a person with COVID-19 should not use public transportation and should stay home except to seek medical care. Individuals who have an increased risk of severe illness from COVID-19 should limit their travel.

Passenger capacity with UW Fleet vehicles has resumed normal limits. Face coverings are required in vehicles unless individuals can socially distance (consistent with the mask policy outlined above, this requirement will be revisited at the February 16, 2022, Board of Trustees Conference Call). The University recommends proper hygiene/handwashing, cleaning and disinfecting surfaces, improving ventilation, and trying to share vehicles with members of a household if possible.

### **Remote Work**

All employees are expected to ~~fully return to in-person work by August 23, 2021~~ work in person, subject to the application of the *Flexible Work Arrangement Policy* and/or employment accommodations arranged through sick leave, ADA and/or FMLA.

### **Contingency Plan**

In the event the University needs to adapt to changing circumstances, the following will be reviewed and/or implemented by the University:

- Increased testing of UW community
- Re-implementation of COVID Pass app for required daily screening of campus community
- Re-implementation of the following policies/guidance:
  - Visitor Policy
  - Transportation Policy
  - Gathering Guidelines
  - UW Employee Business-related Travel Guidelines
- Enhanced and routine cleaning/disinfection of classrooms and common spaces
- Decreased social gatherings on campus and event capacity
- Recommended physical distancing
- Mandatory face coverings in certain indoor spaces
- To decrease density on campus, remote work for employees whose positions/job duties allow for it in coordination with supervisor

### **Questions**

If you have questions or concerns, please reach out to the COVID Hotline. The COVID Hotline provides email and phone support to the UW community with general inquiries related to COVID-19. Individuals can reach the COVID Hotline by email at COVID19@uwyo.edu or by phone (307-766-2683).

**AGENDA ITEM TITLE: Approval of new UW Regulation 12-5 (UW Foundation Funds Available for Appropriation), Brown/Evans**

SESSION TYPE:

- Work Session
- Education Session
- Information Item
- Other:  
[Committee of the Whole – Items for Approval]

*Attachments are provided with the narrative.*

APPLIES TO STRATEGIC PLAN:

- Yes (select below):
  - Driving Excellence
  - Inspiring Students
  - Impacting Communities
  - High-Performing University
- No [Regular Business]

EXECUTIVE SUMMARY:

UW Regulation 12-5 is a proposed new regulation that adopts processes and procedures for the accumulation and/or reinvestment of funds available for appropriation as set forth in the UW Foundation’s Investment Policy.

Per the routing process for UW Regulations, the proposed modifications were provided to the President’s Cabinet, Deans and Directors, Faculty Senate, Staff Senate, ASUW, and the Internal Auditor.

The Trustees Regulation Committee will discuss this item at the December 2021 Board of Trustees conference call and recommend full Board action, if appropriate.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

None.

WHY THIS ITEM IS BEFORE THE BOARD:

UW Regulation 1-101 requires that the Board approve modifications to UW Regulations.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval, modification, or disapproval of the recommended modifications to the Regulations.

PROPOSED MOTION:

“I move to authorize new UW Regulation 12-5, as presented to the Board”

PRESIDENT’S RECOMMENDATION:

The President recommends approval.

**Draft 7-12-21**  
**Incorporated Committee feedback 7-29-21**  
**Incorporated additional feedback 9-20-21**



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## UNIVERSITY OF WYOMING REGULATIONS

**Subject:** UW Foundation Funds Available for Appropriation  
**Number:** UW Regulation 12-5

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### I. PURPOSE

To adopt processes and procedures for the accumulation and/or reinvestment of funds available for appropriation as set forth in the UW Foundation's Investment Policy, to enable the Foundation to meet their fiduciary duties regarding the management of donor restricted funds consistent with donor intent and in accordance with the Uniform Prudent Management of Institutional Funds Act (UPMIFA).

### II. DEFINITIONS

**Funds available for appropriation:** Expendable funds.

### III. POLICY

The University adopts the UW Foundation's Investment Policy (attached hereto and by reference made a part hereof) as it relates to accumulation and/or re-investment of funds available for appropriation in endowment fund accounts.

Vice presidents, deans, department heads or directors who have responsibility for endowment fund accounts must (1) periodically review their endowment agreements for any requirements that are too restrictive and work with the UW Foundation to take measures to modify, if appropriate; and (2) to the extent possible, use funds available for appropriation prior to using state appropriation dollars. Any endowment fund accounts with funds available for appropriation in excess of two years of the average annual amount of funds made available for appropriation, as of December 31 of the previous year, will be permanently returned to the corpus of the appropriate endowment account, unless a written appeal is approved by the Provost (or, in the case of endowments for non-academic purposes, the appropriate vice president).

If vice presidents, deans, department heads or directors repeatedly accumulate funds in excess of two years of the average annual amount, the President may, in consultation with the Provost, the Senior Vice President for Finance and Administration, and the Vice President for Institutional Advancement, make use of the expendable funds (provided the

**Draft 7-12-21**  
**Incorporated Committee feedback 7-29-21**  
**Incorproated additional feedback 9-20-21**

use meets donor intent) or reduce the vice president, dean, department head or directors' state appropriation dollars.

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**Responsible Division/Unit:** Office of the President and UW Foundation

**Source:**

**Links:** <http://www.uwyo.edu/regs-policies>

**Associated Regulations, Policies, and Forms:**

**History:**