

**From:** SrVPforResearch <[SrVPforResearch@UR.Rochester.edu](mailto:SrVPforResearch@UR.Rochester.edu)>  
**Sent:** Friday, March 20, 2020 6:51 PM  
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**Cc:** Happ, Amy <[amy.happ@rochester.edu](mailto:amy.happ@rochester.edu)>; Lidars, Gunta J. <[gunta.lidars@rochester.edu](mailto:gunta.lidars@rochester.edu)>  
**Subject:** UPDATE – Important Information on Ramp Down of Lab-based Research

Dear colleagues --

Earlier today, Governor Andrew Cuomo announced a [pause for all non-essential business in New York State](#) effective Sunday, March 22 at 8 pm. In an effort to comply with this new executive order and to keep our community safe, we are accelerating our ramp-down plan to take effect Monday, March 23.

Thank you for your compliance and take care of one another.

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**Rob Clark**  
**Provost**  
**Senior Vice President for Research**  
**University of Rochester**

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**From:** SrVPforResearch  
**Sent:** Thursday, March 19, 2020 5:32 PM  
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**Subject:** Important Information on Ramp Down of Lab-based Research

Dear colleagues –

As you know, the response to the COVID-19 pandemic continues to evolve -- with the closing of schools, restaurants and bars, and calls from state and county leaders for local businesses to reduce on-site personnel. The most recent announcement is an executive order from Governor Cuomo this morning calling for “non-essential” businesses to reduce their on-site to personnel to 25% of normal levels.

What this all points to is the importance of implementing more aggressive social distancing in order to protect the health of the most vulnerable members of our community.

With that in mind, we are taking the view that **public health and safety is more important than research productivity** right now.

Earlier this week, faculty were asked to develop plans for how you might ramp-down in your laboratories, and to have those plans finalized by Friday (3/20). Those plans included the identification

of 2 key individuals in each of your labs (in addition to the head of the lab) who could continue essential operations during a ramp-down period.

**Effective next Tuesday (3/24), we are going to need to limit facility access to these individuals only.** Backups should be designated for each of these individuals (if not already specified in business continuity plans). *Under exceptional circumstances, a 3rd staff member may be granted access for a short time period, with chair approval and if necessary, for animal-related activities.*

No new research may be initiated on-site, effective immediately. Only the following research will be permitted to continue on-site:

1. Approved\* research on COVID-19;
2. Approved\* therapeutic clinical trials; and
3. Approved\* ongoing essential experiments (e.g., long-term animal studies needing harvesting of tissues).

*(\*Approved by the relevant department chair/center director and the relevant research dean)*

We realize that this is a major shift, but it is consistent with the steps being taken by most of our peer institutions all of the research-intensive academic medical centers New York State, and it is now a necessary response as the effort to protect our community's health and safety evolves.

Sincerely,

**Rob Clark**  
**Provost and Senior Vice President for Research, UR**

**Steve Dewhurst**  
**Vice Dean for Research, SMD**

**John Tarduno**  
**Dean for Research, AS&E**

**Richard Waugh**  
**Vice Provost for Research, UR**