

From: [Eichler, Emily J.](#) on behalf of [Rounds, Mike](#)
To: [Deans, Directors, and Department Chairs](#)
Subject: Employees should wait until Aug. 17 to return to campus
Date: Tuesday, August 4, 2020 3:19:10 PM

Colleagues,

We are working diligently to prepare classrooms, offices and other spaces for fall semester, and expect most of this work will be complete by Aug 17. I understand some faculty and staff may be planning to return as early as Aug. 10, and I would appreciate your help in communicating the Aug. 17 return date to employees in your units.

If your units will be serving students in your building prior to August 17 and faculty and staff need to return sooner, please contact us at kuoperations@ku.edu so the Operations team can work with you to ensure spaces are ready.

There is still much work to do before building spaces will be ready. Delaying employees' return until after Aug. 17 will help protect the health and safety of Operations and KU IT staff who are preparing those spaces. Working in unoccupied spaces also allows those groups to complete projects more quickly and productively.

We have prioritized completing work in classrooms, so instructors can check out the configurations and technology in the spaces where they will be teaching this fall. The second priority is office and other non-academic work spaces.

Return to Campus Reminders

- COVID-19 testing will be available to all faculty, staff and students who plan to be on campus in the fall. We encourage everyone to be tested, but it will be required only for students living in residence halls. You will receive more information later this week about testing.
- Everyone entering campus buildings must complete a daily health assessment using the [CVKey mobile app](#), which is now available in the [Apple App Store](#) or [Google Play](#).
- As the Provost stated in her [July 1 message](#), **employees in positions that don't require an on-campus presence should work from home through the end of the year.**

I know many faculty and staff members are eager to get back on campus. I appreciate your help in asking them to wait until after Aug. 17, so we can continue our work preparing buildings as safely and efficiently as possible.

Respectfully,

Mike

Mike Rounds

Vice Provost for Operations