

EMAIL: Friday, March 20, 2020 4 PM

Dear Colleagues,

Thank you for your patience as we navigate these uncharted waters as a University.

As you know, on Tuesday, March 17th, the President and Provost [announced](#) sweeping operational changes intended to “flatten the curve” of those infected and avoid overwhelming our health system, which would ultimately risk our patients, our community, and our Charlottesville neighbors. The following day, the Provost [announced](#) a set of principles regarding the research enterprise that re-affirmed that research is a core mission of the university (like education) and also made clear that those operational changes fully apply to the research enterprise. That means that all faculty and staff who can work remotely **must** work remotely, except for those employees who must report in person to carry out key functions; principal investigators, like managers across grounds, have the authority to decide which employees must work from home and which employees must report for duty in order to carry out key functions. The research continuity guidelines [linked](#) in that document made clear that lab and research teams should be pursuing only key activities by the close-of-business today, March 20th.

Since Wednesday, March 18th, we have learned that some of you need additional time due to the complexity of the lab experiments and to determine essential personnel, and other related tasks. In consultation with the President and the Executive Leadership, we are now allowing until **COB, March 24th** to give you more time to recalibrate down your activities to key only activities. Until that time, if you need their assistance to perform this recalibration, you may ask your graduate research assistants to work with you in an environment cognizant of our obligation to protect our people by practicing social distancing. Before March 24th, we will provide more detailed guidance on how to handle the dependence of the continuation of your key research activities on select graduate research assistants in your laboratory.

Sincerely,
Ram

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