

## Levels of Research Operations

### Level 0: Normal

- Normal operations

### Level 0.5: Safety Precautions

- University resumes normal research operations.
- Research faculty, staff, and students should continue to follow current university, MUS, and public health department directives (e.g., masks, social distancing, and handwashing) to reduce SARS-CoV-2 transmission.
- Please follow [UM COVID-19 Guidelines for Off-campus Field Research](#).
- IRB Operations: All human subjects research that involves face-to-face interaction within enclosed or indoor spaces are required, regardless of university or public health mandate status, to continue mask use and maintain social distancing. Subjects under the age of 5 are not required to wear masks, per MCCHD directives. Subjects should continue to be screened for COVID-19 symptoms at the start of each encounter. Please contact IRB Manager Paula Baker ([paula.baker@umontana.edu](mailto:paula.baker@umontana.edu)) with questions.

### Level 1: Caution and Preparation for Modified Operations

- Please follow general [UM COVID-19 guidance](#), such as mask use in instructional settings.
- PIs and staff supervisors should work with HRS to update telework agreements with relevant employees in preparation for potential escalation to Research Operation Level 2.
- Consider key laboratory functions or field work that must remain in working order for your research to survive a prolonged shutdown (e.g., cell lines, critical supplies, transgenic lines, equipment needing liquid nitrogen, etc.).
- Work with IT proactively to ensure access to data remotely.
- PIs engaged with human subjects research under IRB oversight that requires human-to-human interaction within enclosed or indoor spaces, regardless of university or public health mandate status, are required to continue mask use, maintain social distancing, and sanitize all work surfaces and equipment. Please visit the UM [IRB webpage](#) for more information.
- Groups using UM animal research facilities should identify and train members who can assist Laboratory Animal Resources (LAR) staff.

### Level 2: Modified Operations

- No new physical or laboratory experiments.
- Research proposals involving human subjects may be submitted if conducted online. [See IRB Guidance](#).
- Only essential physical or laboratory experiments allowed. Essential experiments are those whose absence or cancellation would result in significant financial or data loss.
- All research buildings will be locked and should only be accessed by the PI and lab members designated as COOP\*.
- Designated personnel to assist UM LAR staff as necessary. New animal orders and protocols will be suspended.

### Level 3: Mandatory Research Shutdown

- ALL physical and laboratory experiments stopped.
- Research involving human subjects may continue if conducted online. [See IRB Guidance](#).
- Building access only as necessary to secure spaces and supplies.
- Designated personnel to assist UM LAR and IRB staff as necessary.

### Level 4: Mandatory Shutdown – Only Essential Operations

- No faculty or staff building access, only Essential Personnel\* will be granted access. All research buildings to be locked.
- Back-up power and liquid nitrogen supply cannot be guaranteed.
- LAR staff and other designated personnel will provide basic requirements for animal welfare. PIs should anticipate immediate census reductions if minimally-acceptable living conditions cannot be maintained.

\*COOP – Continuity of Operations Personnel. Minimal personnel necessary to safely maintain operations. The list of COOP must be approved by the Vice President of Research and Creative Scholarship.

\*Essential Personnel – Personnel allowed to access campus during closure. The list of Essential Personnel must be approved by HR.

## Levels of Creative Scholarship Operations

### Level 0: Normal

- Normal operations

### Level 0.5: Safety Precautions

- University resumes normal creative scholarship operations.
- Creative scholarship faculty, staff, and students should continue to follow current university, MUS, and public health department directives (e.g., masks, social distancing, and handwashing) to reduce SARS-CoV-2 transmission.
- IRB Operations: All human subjects research that involves face-to-face interaction within enclosed or indoor spaces are required, regardless of university or public health mandate status, to continue mask use and maintain social distancing. Subjects under the age of 5 are not required to wear masks, per MCCHD directives. Subjects should continue to be screened for COVID-19 symptoms at the start of each encounter. Please contact IRB Manager Paula Baker ([paula.baker@umontana.edu](mailto:paula.baker@umontana.edu)) with questions.

### Level 1: Caution and Preparation for Modified Operations

- Social distancing (i.e., 6 ft perimeter) required.
- Teleworking encouraged when possible. Work with supervisor and HR for approval.
- Consider slowing down and/or temporarily halting projects at a natural stopping point in the process.
- Consider key studio and shop functions that must remain accessible for your creative activity to continue during a prolonged shutdown.
- Work with IT proactively to ensure access to software and processing remotely.
- Human subjects research under IRB oversight that requires human-to-human interaction will cease [<http://www.umn.edu/research/compliance/IRB/default.php>].

### Level 2: Modified Operations

- No new studio and shop activities or projects.
- Research proposals involving human subjects may be submitted if conducted online. See IRB Guidance.
- Only essential studio or shop functions allowed. Essential functions are those whose absence or cancellation would fundamentally alter the outcomes required to finish creative activity already in process.
- All studio and shop facilities will be locked and should only be accessed under the supervision of faculty, staff, and graduate assistants designated as COOP\*.

### Level 3: Mandatory Shutdown

- ALL studio and shop activities stopped.
- Research involving human subjects may continue if conducted online. See IRB Guidance.
- Building access only as necessary to secure spaces and supplies.

### Level 4: Mandatory Shutdown – Only Essential Operations

- No faculty or staff building access, only Essential Personnel\* will be granted access. All buildings to be locked.

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\*Essential Personnel – Personnel allowed to access campus during closure. The list of Essential Personnel must be approved by HR.