Dear Faculty and Staff,

As we transition to summer, we wanted to update you on building access, events, travel and other COVID protocols.

Effective Monday, May 10, campus guidelines on building access no longer require people to show a green Badger Badge to enter a campus facility. It is the expectation that faculty, staff and students will maintain a green Badger Badge; however, there will no longer be people assigned at entrances to verify the green badge. If you plan to require a green Badger Badge for access to a specific space or event, we will need to notify campus via the Badger Badge Form. The form requires Dean’s Office approval so work with me on submission of any form. Additional training may be required of staff assigned to check badges for an assigned space or event.

Supervisors may continue to request to see their staffs’ green badges without submitting the Badger Badge Form. If a supervisor plans to do that, they need to notify staff that they may be asked to verify their green badge status.

Event guidelines are somewhat more complex. If you are planning an on-site event this summer, it will require Dean’s Office approval. Submit your event plans to me for review. Refer to the summer campus event guidelines for more information.

SoHE will no longer require notification if you plan to work in Nancy Nicholas Hall. It is expected that you will let your supervisor know where you will be working but it does not require notification of BITS or approval from the Dean’s Office. Face mask and social distancing requirements are still in effect. Unless you are working alone in an office, you are required to wear a face mask. Social distancing is still recommended.

Campus travel restrictions are still in effect. If you need to travel for UW business, the Interim Essential Travel Request form must be completed and approved. You will not be able to book a flight until the form is submitted to the travel agency so please plan ahead.

As always, we will keep you updated should campus change its policies or guidance.

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