COVID MOU #2 BOT Proposal presented August 3, 2020
This MOU #2 will supersede MOU #1 TA'd on April 30, 2020

Statement

During the current global health emergency brought on by the coronavirus pandemic, the UFF-UCF and the UCF Board of Trustees are committed to maintaining the productive and efficient operation of the University in a safe and healthy environment. Local, state, federal, and international health organizations recommend social distancing and wearing masks or facial covering as the most effective immediate response to reducing the spread of coronavirus. This agreement acknowledges those recommendations. To this end, we agree that the following terms and conditions shall remain in effect until the state of Florida declares an end to the emergency, escalates the emergency, or **December 23, 2020**, whichever comes first.

Assignment/Evaluation
Current faculty, staff, and students rely on college and university education for their present and future livelihoods. Florida and the nation depend on educated and skilled workers beyond the pandemic. We shall strive to continue investing in UCF during the economic downturn. We recognize that reductions in University funding can have a negative impact on our local economy.

1 The University and UFF-UCF agree to have open discussions on the potential work modalities for fall 2020 and spring 2021 semesters.
2 To the extent possible, the University will allow faculty to work in a remote setting in Fall 2020 semester.
3 Labs and offices should remain open to the extent allowed by law and/or emergency orders. Research procedures and safety protocols should remain in place.
4 Given the uncertainty arising from COVID-19, it is possible that assigned activities for spring 2021 may change. Such changes shall be communicated to faculty by December 5, 2020.
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6 Supervisors should, in alignment with their department/unit's AESPs, take into account the fact that research routines have been disrupted due to the pandemic in evaluating faculty in annual evaluations and promotion portfolios. Given that most research was disrupted by COVID, ..where quantitative measures are explicitly or implicitly present in the AESPs, they shall be prorated during annual evaluation. Faculty are encouraged to have proactive discussions with their chair or immediate supervisor regarding impacts to their research or creative scholarship. Supervisors are encouraged to request a consultation meeting with a faculty member to review their online teaching.
7 Should a course need to transition to another modality during the fall semester due to the health of the instructor or to the state of the pandemic, the University will do its best to mitigate the disruption and any adverse results for the students or the faculty.
8 The University will continue to provide support and training for remote instruction.

Intellectual Property Rights

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9   Instructors shall maintain rights to all course content, including content required to be presented in an online format as provided in Article 18 of the UCF Collective Bargaining Agreement.

Public Health and Safety

On-campus innovations to combat the virus require funding to protect the health and safety of students, faculty, and staff who return to campus for hybrid or face-to-face classes. To date, the University has invested $5 million dollars to upgrade its facilities, increase cleaning, and provide training in health protocols for all faculty, staff, and students who will be returning to campus. It has taken extensive measures to mitigate risk and prevent the spread of COVID 19. A partial list of the steps already taken or in the process of being completed include:

- Installing upgraded air filters and adding UV lighting in buildings
- Adding 1,200 hand sanitizing stations, including one in all classrooms
- Performing regular wipe downs of door handles, elevator buttons and bathrooms throughout the day.
- Adding 615 step-and pull door openers as well as 530 plexiglass panels in high traffic areas such as the library and welcome center, and 400 retrofitted motion-sensors for doors.
- Adding 1,350 touch-free paper towels dispensers in buildings that did not already have them.
- Providing reusable face coverings for all faculty, staff, and students at no cost, including retrofitting vending machines to provide masks.
- Fogging classrooms with anti-virus spray each night.
- Roping off sections of seats in classrooms to promote social distancing.
- Reducing classroom capacities in large classrooms.
- Providing protocols for social distancing in open areas in offices and campus dining facilities.

A complete description of all the health and safety precautions being taken by the University may be found at the University's Coronavirus website: **ucf.edu/coronavirus.**

Security, Space, and Maintenance of Equipment

10 The University shall consider all requests for additional technology and materials required for faculty to meet their teaching, research, and service obligations. The faculty member understands that all equipment, records, and materials provided by the University shall remain the property of the University.
11 All UCF equipment will be serviced and maintained by UCF to the extent possible given the limitations imposed by the current health emergency.
12 Faculty agrees to report to their department chair or immediate supervisor, the incidence of lost, damaged, or unauthorized access of UCF equipment or systems at the earliest reasonable opportunity, including any work-related accidents.
13 The University shall reimburse faculty or professional employees who are instructed by their supervisor to purchase items or use P-cards to purchase such materials. Documentation will be necessary for reimbursement.

Social and Emotional Well-being

Prolonged physical distancing, isolation, death, and illness in our families and communities, and economic disruption may leave many employees with ongoing trauma and mental health issues. To promote a healthy environment, the University has provided a comprehensive website that provides the most recent UCF related COVID information. Faculty are encouraged to visit **ucf.edu/coronavirus** for the latest information. In addition, anyone who experiencing stress, anxiety, depression, relationship or family issues, or any other mental health or life issue is encouraged to seek help through the University's Employee Assistance program, either by calling toll-free: **877-240-6863**, or by accessing the website **HealthAdvocate.com/members.**

Safe Working Conditions

The University shall consider any high-risk factors for COVID-19 that faculty members self-identify when making decisions about returning to campus. If the faculty member OR a member of their household falls into one or more "at-risk groups" as defined by the CDC, they shall be allowed to remain at home and work remotely. Employees with disabilities who are in need of an accommodation due to the pandemic are encouraged to contact the Office of Institutional Equity. Employees with serious health conditions who are unable to perform any essential functions of their job due to the pandemic should contact Human Resources.

Employees are encouraged to use the leave available under the Families First Coronavirus Response Act when they are eligible, including emergency paid sick leave and expanded family and medical leave. Information about this leave is available on the University's Human Resources website at **https://hr.ucf.edu/families-first-coronavirus-response-act/.**
Employees are encouraged to communicate with their supervisors and/or Human Resources about alternative or flexible working arrangements to accommodate caregiving responsibilities. The University has asked supervisors to be as flexible as possible with employees' schedules, though it may not be possible for the University to grant every employee's request.