



## Working Remotely & Potential On-Campus Transitions

While working remotely has been a great experience, I must confess that I am missing our in-person interactions, being on-campus and seeing the Oval, the USC building (yes, that USC building!), and Mugs coffee. At the same time, I also know that a potential return to work creates apprehension and anxiety in some as we weigh safety issues and other protocols for in-person gatherings.



To help us scenario plan around the potential future, I've asked a small group of IS and ACNS & Telecom team members (Katie Banghart, Josh Clark, James Cizek, Stephen Hill, and Kris Seidel) to start looking at options for the future. In their work, they were asked to consider campus, local, regional, and state guidelines and policies to help us be better prepared regardless of which scenario plays out.

### Here are some of the key points coming out of their work:

- We will follow university guidelines as they are developed and announced. The planning team has been created to develop specifics for our division and what those guidelines will look like in action for us. We will follow best practices when it comes to cleaning/sanitizing, avoiding gatherings, wearing protective gear, etc.
- It is recommended that staff return to work in phases over time to ensure appropriate social distancing and to accommodate job duties. A broad policy will not work for our group; there are some who have physical job duties to support campus infrastructure and faculty/staff/students. There are others who can continue to successfully work remotely full time. We're identifying those different groups and how those phases will work.

- We're also looking at A/B shift options to further support social distancing within our teams.
- We are working on developing specific guidelines for our division's different office areas; taking into account the number of employees who work there, what shared resources exist, whether they are public facing, etc.
- We will ensure that we have adequate cleaning/sanitizing supplies available.
- We will be following university guidelines for the safety of our entire team.

I know that many of you will have more questions about this as well as others in the days and weeks ahead. Please know that as soon as we have information, we will be sure to work as a team to share it with you including how we will localize any university-wide planning to our division.



Until then, I hope you enjoy some of the great Colorado weather we are experiencing. Be sure to get out for a walk during the day as your calendar allows, and perhaps take a meeting from the deck or front porch to soak in a little sunshine.

Thanks all,  
Brandon

A handwritten signature in black ink, consisting of a large, stylized 'B' followed by a horizontal line that curves upwards and then downwards.