Dear faculty and staff,

With the number of COVID-19 cases increasing across Pennsylvania, Millersville University’s COVID Incident Management Team (IMT) continues to monitor local conditions and respond to guidance from the Governor’s Office and the Pennsylvania State System of Higher Education.

Health Services recently received Abbott BinaxNOW Antigen tests from the Pennsylvania Department of Health. We are providing students who remain living on campus or need to work on campus with the opportunity for asymptomatic testing. Additional details were sent to the impacted students.

Given the state’s recent directives for businesses, schools and higher education institutions, we are also providing the following guidelines for clarity and to affirm previous campus messages.

**Remote Working**

- Consistent with previous guidance from HR, employees who can work remotely should do so until January 20.
- On-campus essential employees, such as facilities staff, should continue to operate as they have been in the fall semester.
- Employees must check in with their supervisors regarding their work assignments and make decisions about remote work. If operational needs require employees to be on campus, they will be permitted to do so.
- Employees who cannot work from home, or who cannot perform all of their duties from home, are permitted to work on campus during this period; if employees can do a portion of their work from home they should be split between remote and on-campus work.

While faculty and staff are not prohibited from coming to campus, they are encouraged, if possible, to not come to campus. Faculty and staff who come to campus are required to fill out the health screener questionnaire on the LiveSafe app or online before arrival on campus and are required to adhere to other health and safety guidelines while on campus.

**Face Coverings**

- The University is requiring all students, faculty and staff to wear masks while in public spaces, both indoors and outdoors.
- Employees must wear a mask in all indoor areas, even when more than six feet from others.
- Employees working alone in an office, driving alone in a vehicle, or eating or drinking are not required to wear a mask but must have a mask available at all times in case it is needed.
- Masks are required outdoors if social distancing cannot be maintained.
For questions or concerns, please send an email to ReportCovid@millersville.edu.

IMT Co-Chairs
Dr. Duane Hagelgans and Dr. Victor DeSantis