



Executive Directive

Issued by Chancellor Howard Gillman

July 21, 2020

To help mitigate possible exposure to and transmission of COVID-19 on property controlled by UCI and to help prevent the spread of COVID-19 within the UCI community, the following requirements apply.

This Executive Directive (“Directive”) supersedes the Event Policy Amendment that was issued March 12, 2020 and UC and UCI policies, procedures, and guidelines to the extent such requirements are less restrictive than this Directive.

This Directive:

- Applies to:
 - Gatherings, events, and meetings involving two (2) or more individuals who are not from the same household/home/apartment/residence hall room (“Living Unit”) (collectively, “Gatherings”);
 - All individuals, including UCI faculty and other academic employees, staff, students, residents, fellows, volunteers, visitors, vendors, and contractors, on UCI controlled property.
- Is subject to change. Current directives and advisories are available at: <https://uci.edu/coronavirus/>.

A. Directive

1. Gatherings of any size (two or more individuals) on UCI controlled property should be held using alternative methods (for example, virtual or remote methods) instead of in-person, if reasonably feasible.
2. Only UCI affiliated Gatherings are permitted on UCI controlled property subject to:
 - a. A.4 below;
 - b. existing UCI Administrative policies and venue reservation procedures, including but not limited to Sec. 900-15 if the Authorized Campus Official determines the event is likely to significantly affect campus safety; and
 - c. then current public health guidelines.
3. Non-UCI affiliated (third party) Gatherings (“Non-UCI Gatherings”) are not allowed unless an exception is approved under Part C. Exception Approval, below.
 - a. Any existing reservations for campus venues (including the Student Center and Bren Events Center) that do not comply with this Directive must be: (i) modified to use alternative methods; (ii) rescheduled; (iii) modified to comply with this Directive; or (iv) canceled pursuant to the terms of a fully executed contract (if applicable).
4. All Gatherings **must**:
 - a. Comply with UCI’s [Face-Coverings Executive Directive](#) and other applicable executive directives;
 - b. Allow physical distancing of at least six feet between attendees/participants who are not from the same Living Unit;
 - c. Be outdoors when feasible;
 - d. Ensure participants do not exhibit any [COVID-19 symptoms](#);
 - e. Ensure that any food or beverages provided to Gathering participants does not involve sharing implements, such as plates, bottles, cups, and utensils, between individuals.



5. For questions about how this Directive, and particularly how Part A.4 above, affects [Sec. 900-10: Policy on Use and Scheduling of UC Irvine Properties](#) and [Sec. 900-15: UCI Major Events Policy](#), contact:
 - a. For EMPLOYEE organized or sponsored Gatherings: The Campus Recovery Implementation Team (CRIT) at crit@uci.edu.
 - b. For STUDENT organized or sponsored Gatherings: The Office of the Vice Chancellor of Student Affairs at studentaffairs@uci.edu.
6. UCI offices must consider requests for reasonable accommodations related to COVID-19 mitigation measures. Technical assistance may be sought from: the Disability Services Center (students) at 949-824-7974 or dsc@uci.edu; Human Resources (employees) via the Employee Experience Center (EEC) at 949-824-0500 or eec@uci.edu; or Andrew Berk (members of the public) at 949-824-1777 or anberk@uci.edu.

B. This Directive does not apply in some UCI locations and activities where specific protocols apply, such as approved:

- o UCI Dining facilities,
- o In-person academic instruction and related activities pursuant to an approved plan,
- o The UCI Health System (including UCI Medical Center, Gottschalk Plaza, and other UCI Health clinics), and
- o Intercollegiate Athletics.

C. Exception Approval - Authorities and Responsibilities:

1. Gatherings that comply with A.4 above and are pursuant to UCI [Sec. 900-01: Free Speech at UCI Interim Policy](#) Part B.4.a may occur without advanced approval.
2. All other exceptions under A.3, above, regarding Non-UCI Gatherings must comply with Part H (Specific Procedures for Major Events Sponsored by Non-University Users Other Than Students or Student Organizations) of UCI [Sec. 900-15: Major Events Policy](#), and CRIT will be added as an approval point in those procedures.
3. After consultation with the scheduling venue, Non-UCI Gatherings requesting an exception must complete the form in [Part J of Sec. 900-15](#) and submit it to CRIT at crit@uci.edu.
 - a. Please note that scheduling/reservations offices and venue contacts may have revised procedures and lead times to reflect the additional planning and review time necessary to conduct COVID-19-related assessments.
4. CRIT and the [Logistical Support Team](#) will review each exception request using, as applicable, necessary campus policies and procedures, including but not limited to:
 - a. [Sec. 900-10: Policy on Use and Scheduling of UC Irvine Properties](#);
 - b. [Sec. 900-15: UCI Major Events Policy](#);
 - c. other UCI Administrative Policies and Procedures 900 series policies; and
 - d. public health guidance.
5. A sub-committee of CRIT will approve or deny each exception request.
6. Appeals of a decision to approve or not approve a request for an exception under this Directive may be submitted, and will be adjudicated, under Part F.6 of UCI [Sec. 900-15: Major Events Policy](#).

References/Resources

- Support for this Directive at the time it was issued includes, but is not limited to:
 - o <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-distancing.html>



- <https://www.cdc.gov/coronavirus/2019-ncov/community/large-events/considerations-for-events-gatherings.html>
- <https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/COVID-19/cdph-guidance-gatherings-covid19-transmission-prevention-03-16-2020.pdf>
- <https://occovid19.ocaliforniahealthinfo.com/article/oc-health-officers-orders-recommendations>
- [University of California Consensus Standards for Operation of Campus and ANR Locations in Light of the SARS-CoV-2 Pandemic dated May 22, 2020](#)
- UC Policies
 - [PACAOS 40.00 Policy on Use of University Properties](#)
 - [UCI's implementation of PACAOS 40](#)
- UCI Administrative Policies and Procedures
 - [Sec. 900-15: UCI Major Events Policy](#)
 - [Sec. 900-10: Policy on Use and Scheduling of UC Irvine Properties](#)
 - [Sec. 900-11: Guidelines for Scheduling Campus Properties through Student Center & Event Services](#)
- Authority to issue this directive:
 - [Regents Standing Order 100.6](#)

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Howard Gillman

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Chancellor Howard Gillman

7/22/2020

Date