As students return to campus for Fall Quarter, many will be joining labs and research facilities for rotational training and/or research coursework. The addition to a lab of students enrolled in rotational training or research coursework will not count against a lab’s 25% cap for personnel on-site at any one time, but the PI/lab manager must factor the presence of these students into their social distancing planning – which means that work schedules for their staff may need to be adjusted to accommodate more people while maintaining necessary physical distance among all of those on-site.

In order to access research facilities for rotational training and/or research-focused coursework, students must be included either on individual PI/lab Ramp Up plans (for all students who will be in a single lab/facility for longer than 4 weeks) or on lists maintained by the department/educational program.

All labs/facilities with students either in rotational training or research coursework must have a Training Risk Mitigation plan on file as part of their approved Research Ramp-Up submission. To ensure that data on building density remains accurate without placing significant administrative burdens on PIs, the procedure for including students (undergraduate, graduate, or professional) engaged in training rotations or other educational research activities on-site will be as follows:

1. Activities that can be conducted remotely should be conducted off-site. Students should be in research facilities only to engage in research activity that cannot be conducted remotely.
2. Each lab must continue to adhere to all social distancing, face covering, PPE, and sanitization requirements. For instance, the restriction of 1 person per aisle in a wet lab remains in effect until further notice. Bringing students into the lab for research training and/or coursework will require that PIs and lab managers work together on scheduling to ensure that the addition does not result in violation of these guidelines.
3. Students who will be located in a lab for fewer than 4 weeks do not need to be added to that lab’s on-line Research Ramp Up plan.
   a) Departments should maintain a list of all students engaged in rotations, as well as the labs amongst which they will be rotating.
   b) Departments must confirm that all research labs among which students will be rotating have completed a Research Ramp Up plan which includes either a Training Risk Mitigation Plan (TRM) or an Alternative Risk Mitigation Plan (ARM) that specifically addresses training. Departments can confirm this by sending a list of those lab PIs to researchrampup@ucsd.edu for ORA to check.
   Departments may use the STUDENT RESEARCH ENROLLMENT Spreadsheet available at https://blink.ucsd.edu/research/covid-19/quick-links.html#General-Forms (1st tab, “short-rotation students, labs”) to identify PIs whose labs require confirmation of a complete Training Risk Mitigation plan.
4. Students who will be training or doing coursework in the same lab for more than 4 weeks will need to be added to that lab’s on-line Research Ramp Up plan.
   a. PIs can email the name, course enrollment, email, and dates of the student’s rotation to researchrampup@ucsd.edu for ORA to add to the on-line plan.
   b. Alternatively, departments may send to researchrampup@ucsd.edu the STUDENT RESEARCH ENROLLMENT Spreadsheet available at https://blink.ucsd.edu/research/covid-19/quick-links.html#General-Forms (use the second tab) to identify students and the labs they will be training in for ORA to use to update PI’s ramp up plans.
   c. Students must be identified as enrolled in research coursework, or otherwise be confirmed by the department to be rotating among labs as part of their on-site education. In the event that a change in campus status requires the reduction of on-site activity, students confirmed by their departments will be a higher priority for continued on-site access than students who are not.

Changes in campus status and public health orders may require changes to these procedures. PIs and Departments with questions should contact ORA at researchrampup@ucsd.edu.