

# WU/USP COVID-19 Memorandum of Understanding

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The following is a summary of the Memorandum of Understanding between the University of Wisconsin and the United States Postal Service regarding COVID-19.

The Memorandum of Understanding (MOU) between the University of Wisconsin (UW) and the United States Postal Service (USPS) regarding COVID-19 was signed on March 11, 2020. The MOU outlines the responsibilities of both parties in ensuring the safety and health of their employees and the public during the COVID-19 pandemic.

The MOU is a non-binding agreement that serves as a guide for both parties in their interactions during the COVID-19 pandemic.

The MOU covers several key areas, including:

- Employee Safety and Health: Both parties agree to follow the Centers for Disease Control and Prevention (CDC) and the Illinois Department of Public Health (IDPH) guidelines for workplace safety and health.
- Communication: Both parties agree to maintain open communication and provide timely updates to their employees and the public.
- Logistics and Operations: Both parties agree to coordinate their logistics and operations to ensure the efficient and safe delivery of mail and services.

Disease Control (CDC) or Illinois Department of Public Health (IDPH) guidance will trigger

### 3. Campus Vaccination

and Vaccination Campaigns

The MOU includes provisions for campus vaccination campaigns. Both parties agree to support and coordinate efforts to increase vaccination rates among students, faculty, and staff. This includes providing information, resources, and logistical support for vaccination sites on campus. The goal is to protect the health of the campus community and reduce the risk of COVID-19 transmission.

The MOU also addresses the importance of vaccination in maintaining a safe and healthy campus environment. Both parties agree to promote vaccination as a key strategy for preventing COVID-19 and other infectious diseases.

5. Revisions to the MOA: Revisions to this document become effective on the date both parties sign the revised agreement. The effective date(s) of revision will be clearly identified in the header of the document.
6. Time Cards: As per usual practice, members must submit accurate time cards.
7. Faculty Responsibilities:
  - a. Effective July 1, 2021, courses will be assigned in a manner consistent with the WIU/UPI Collective Bargaining Agreement.
  - b. Office hours will be maintained per the WIU/UPI Collective Bargaining Agreement.
  - c. As appropriate, bargaining unit members are encouraged to respect and honor student requests to be remote for office hours and/or other individualized activities.
  - d. For the purpose of simplifying contact tracing, faculty members must maintain seating charts and take attendance for all on-campus classes during the Fall 2021 and Spring 2022 semesters.

related extended absences will be handled. Absence from class will be considered  
excused if the absence is due to a required isolation or quarantine based on a

~~The submission of course evaluations from summer session, intersession, and~~

tutored study courses shall remain consistent with Article 20.11.f of the WIU/UPI Collective Bargaining Agreement.

- f. Regardless of the evaluation modality used (online or in-person), if there is a return rate of less than 65%, this will be noted in the portfolio.
- g. Where student course evaluations were not conducted due to COVID-19 era protections or were not required to be included in the submitted portfolio or materials, faculty will be held harmless for the lack of inclusion of those materials.

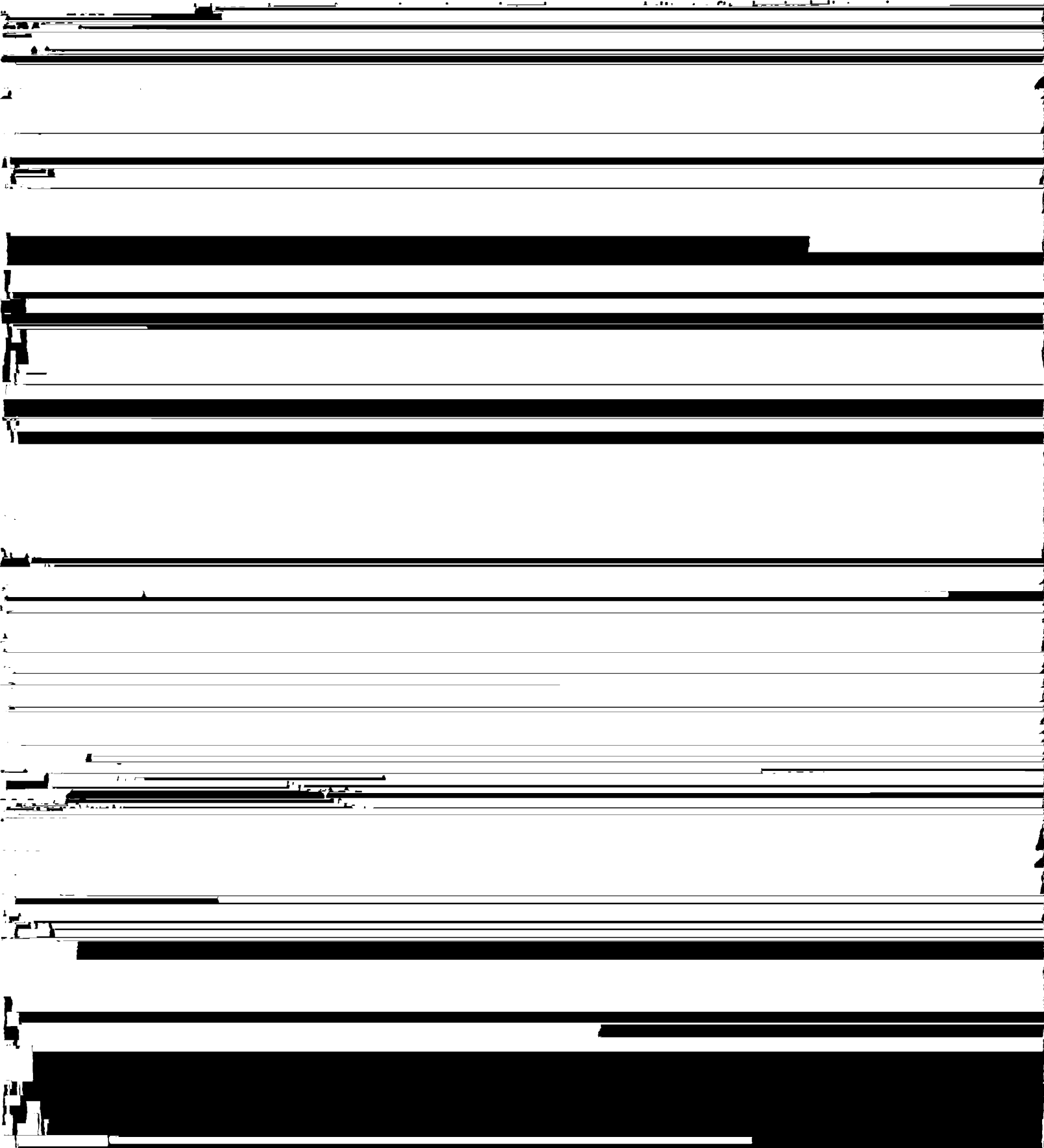
9. Virtual Conferences and Presentations:

For purposes of retention, promotion, tenure, and merit evaluations, the

~~presentation of a paper or other presentation at a virtual conference, per discretion~~

of department level evaluators, shall be accepted for the requirement of presenting at a conference. ~~The department criteria will still apply for assessment of the value~~

c. Where physical distancing standards during the period of this agreement require a



department criteria for Teaching/Primary Duties, Scholarly/Professional Activities,

13. COVID-19 Pause and Stop-the-Clock:

Faculty who have experienced challenges or difficulties in maintaining their scholarly or professional activities as a result of interruptions to their research and/or publication plans may request a one-year "COVID-19 pause" (equivalent to stop-the-clock) in their

during normal teaching hours and at least one hour before and after in each classroom.

- d. Said HEPA filters will be positioned to maximize effectiveness for the entire room;
- e. Standard HVAC systems will not be cycled; specialized systems will be operated on a

- f. The administration will meet with the UPI a minimum of once a semester to discuss air quality issues and concerns should the union request it.

17. Health and Safety Measures and Testing Protocols:

- a. The union agrees to encourage all members to be vaccinated and follow outlined mitigations.
- b. The union agrees to assist with member education.
- c. The union agrees to advocate/lobby at state and federal levels (jointly with university preferred) for additional infrastructure funds to improve university ventilation systems for both short- and long-term benefits.
- d. The university will continue to collaborate with the McDonough County and Rock Island Health Departments in providing support for contact tracing of university members and will continue to update its COVID-19 dashboard throughout the 2021-2022 academic year.
- e. The university will maintain a COVID-19 testing protocol to which all members of the bargaining unit are expected to comply.
- f. Mask use: The university will mandate mask use by all faculty, staff, students, and visitors in all shared, public, and semi-private indoor spaces in which the vaccination status of all occupants is not or cannot be known. This includes classrooms, labs, studios, recital halls, shared offices, waiting rooms, dining facilities, residence hall lounges, libraries, and other similar spaces. Additionally, all UPI must

3. Fully vaccinated individuals are encouraged to participate in said testing program at least once per week as a means of gauging the overall health of the campus.
4. Unvaccinated persons, and those individuals who did not disclose their vaccination status, will be required to participate in the COVID-19 testing program.
5. Unvaccinated individuals and individuals who did not disclose their vaccination status will be tested no less than once per week.

18. Enforcement of Health and Safety Measures and Protocols:

- a. Students who are non-compliant with health and safety measures or protocols (as

conduct procedures found in the Code of Student Conduct and following the general process outlined in disruptive student behavior procedures (<http://www.wiu.edu/policies/disrupst.php>).

- b. UPI bargaining unit members employees who are non-compliant with health and safety measures or protocols (as noted in #17 above) will be subject to disciplinary

- ii. Stage 2 – The university will temporarily move all instruction and academic functions to remote delivery (some exceptions may apply for ~~introducing or other on-site activities~~ for up to 14 days and check

the relevant metrics again at the end of this period. Housing and dining will continue to operate, but with increased enforcement on

- iii. Stage 3 – The university will move all instruction and academic functions to remote delivery for the remainder of the semester.
- c. Independent of the above triggers, if at any time during this MOA the university believes the health and safety of the campus community would be best served by discontinuing on-campus classes, the union agrees to meet and discuss the



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Administrator/Chief Negotiator Chapter President/Chief Negotiator