

School of Pharmacy Activity Area Plan

I. Overview

1. Activity Area: School of Pharmacy
2. Lead: Patricia D. Kroboth, PhD, Dean
3. Submitter of Area Activity Plan: Patricia D. Kroboth, PhD
4. Date of submission: July 23, 2020
5. Revision of previously approved Activity Area Plan? No
6. Summary of plan:

PittPharmacy's plan for each of the risk postures in the Resilience Framework follows Pitt's guidelines.

- Construction of Salk Hall creates an additional burden on the "how" for all functions, given that fewer classroom and private offices exist. Only 14 faculty (not staff) in Salk Pavilion and several at PTC (CMU building) have a private office; no one in the Salk Hall or the Offices @ Baum has a private office. Work in the latter locations occurs in open space until construction is complete. A rotating schedule for faculty and staff has been developed to allow essential work in Salk Hall and the Offices @ Baum with social distancing in the Elevated and Guarded Risk Postures; remote work is encouraged for most people and functions in both postures.
- Teaching: Use of all four Salk Hall PittPharmacy classrooms allows the school to accommodate one class cohort of up to 118 students at a time. The plan meets the Flex@Pitt model. For the Guarded Risk Posture, classes have been scheduled in half-day blocks to minimize cleaning between classes and to allow all students in-person classroom time weekly to establish relationships and sense of community with peers and with faculty and staff. In the Elevated Risk posture, most sessions will shift to remote teaching and learning. For the High Risk Posture, classes will be remote with exceptions for in person teaching that must be approved by the dean.

- Research will continue according to the extensive wet-bench research re-start plan developed and has now been modified to follow the Resilience Framework. Many PittPharmacy research personnel are deemed essential and will continue their work even in the High Risk Posture.
 - Faculty and staff who are not conducting in-person teaching and/or student/IT support will continue to work remotely.
 - All those individuals—students, staff, faculty--who consider themselves at risk or who live with individuals at risk are expected to learn and work remotely. Teaching and working modalities to allow that have been developed and are included.
 - Regularly occurring messages to faculty, staff and students will occur using a range of modalities.
 - An email message from the dean that has “URGENT” in the subject line—along with other modalities--will be used to indicate a shift to a higher risk posture that demands a change in HOW we function. Moving to a lower risk posture will be communicated in a less urgent fashion.
7. Confirmation: As the Dean of this activity area, I hereby confirm that the School of Pharmacy will commit to following the University’s Healthcare Standards and Guidelines and Personnel Standards and Guidelines. In particular, while on campus, PittPharmacy employees will:
- a. Wear face coverings in the presence of any other individual, and as they enter and leave buildings
 - b. Adhere to all physical distancing, safety, and hygiene signage
 - c. Use physical barriers or maintain six feet of physical distance while engaging with others
 - d. Clean their personal and office spaces at the beginning and end of work periods
 - e. Not come to work if feeling ill

II. Functions in Each Operational Posture

A. Function 1 - Teaching PharmD	1. High Risk Posture	2. Elevated Risk Posture	3. Guarded Risk Posture
What	<ul style="list-style-type: none"> • Delivery of PharmD Classroom Curriculum • Experiential Learning 	<ul style="list-style-type: none"> • Delivery of PharmD Classroom Curriculum • Experiential Learning Delivery of PharmD curriculum 	<ul style="list-style-type: none"> • Delivery of PharmD Classroom Curriculum • Experiential Learning
How	<ul style="list-style-type: none"> • Instruction nearly all remote; in person sessions/essential labs will be conducted only with approval of the dean. 	<ul style="list-style-type: none"> • Hybrid design of face-to-face and remote teaching. <p>Lecture classes will be taught remotely due to the 25-person</p>	<ul style="list-style-type: none"> • Hybrid design of face-to-face and remote teaching for students and faculty.

	<p>Selected course content will be made available asynchronously so that class time can focus on discussion.</p> <p>Lab sessions will be offered remotely where possible with tool kits provided by mail. In-person labs will be conducted only with approval by the dean.</p> <ul style="list-style-type: none"> • Experiential Learning will be largely remote including student-patient interactions. Learning objectives for experiences must be met. In-person experiences will be offered only with approval of the dean, site, preceptor and student. <p>In the event that experiences cannot occur, then the experience must be postponed. Attempts will be made to make develop remote experiences that meet accreditation guidelines.</p>	<p>limit for gathering even in classrooms with greater capacity.</p> <p>Lab sessions will be offered following the 25 person gathering guidance. When possible for all students and for students not able to be in lab, sessions will be conducted remotely with “tool kits” provided by mail.</p> <p>PittPharmacy is allocating classroom by half days to e.g. the entire PharmD class of 2024 (2023, 2022). Faculty will teach from one of the classrooms; all students will log in through Zoom regardless of location. Students will be pre-assigned to rooms. Two of the three classrooms are designed for group work, which facilitates non-lecture focused learning.</p> <p>Class sessions for half days when students are not scheduled for a classroom will be taught remotely.</p> <ul style="list-style-type: none"> • Experiential Learning will continue with agreements of site, preceptor and student. Remote experiences will be offered when possible. 	<ul style="list-style-type: none"> • PittPharmacy is allocating all four classroom by half days to e.g. the entire PharmD class of 2024 (2023, 2022). Faculty will teach from one of the classrooms and will project via Zoom to the other 2 (3) classrooms, which will generally have teaching assistant present. Students will be pre-assigned to rooms. Two of the three classrooms are designed for group work, which facilitates discussion and team-based learning. Zoom breakout rooms will be used for groups. <p>Lab sessions will be held. For students not able to be in lab, sessions will be offered remotely where possible with “tool kits” provided by mail.</p> <p>Class sessions for half days when students are not scheduled for a classroom will be taught remotely.</p> <ul style="list-style-type: none"> • Experiential Learning will be held with agreements of site, preceptor and student. Remote experiences will be offered in some cases.
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Number of people/positions required on campus	<ul style="list-style-type: none"> • None • None 	<ul style="list-style-type: none"> • No more than 5 faculty per day. • No more than 6 TAs/Residents per day. • No more than 2 Staff members per day. • None (Exp Learning) 	<ul style="list-style-type: none"> • No more than 8 faculty per day. • No more than 6 TAs/Residents per day. • No more than 4 Staff members per day. • None (Exp Learning)
Building	<ul style="list-style-type: none"> • Salk Hall • Various geographic locations Salk Hall 	<ul style="list-style-type: none"> • Salk Hall • Various geographic locations 	<ul style="list-style-type: none"> • Salk Hall • Various geographic locations

B. Function 2 - Teaching – Graduate Program	1. High Risk Posture	2. Elevated Risk Posture	3. Guarded Risk Posture
What	Delivery of Graduate Program Curriculum	Delivery of Graduate Program Curriculum	Delivery of Graduate Program Curriculum
How	<p>Instruction nearly all remote with early morning and evening instruction to allow for international student participation</p> <p>Selected course content will be made available asynchronously so that class time can focus on discussion.</p>	<p>The graduate program will hold classes 7 a.m. through 9 a.m. and 7:00 p.m. through 9:00 p.m. to accommodate international learners.</p> <p>Most classes will be remote unless there is a compelling reason for in-person instruction.</p>	<p>Classes will be taught synchronously in person with remote option for students and faculty. Allocation of all classrooms by half day increments allows a full cohort of students present to be in Salk synchronously if desired.</p> <p>Hybrid design of face-to-face and remote teaching based on classroom capacity guidelines and learning design that allows development of a sense of community among faculty, students and staff.</p>
Number of people/positions required on campus	None	<p>No more than 2 faculty members per day.</p> <p>No more than 4TAs per day.</p>	<p>No more than 2 faculty members per day.</p> <p>No more than 4TAs per day.</p> <p>No more than 2 Staff members per day.</p>

		No more than 2 Staff members per day.	
Building	N/A	Salk Hall/Salk Pavilion	Salk Hall/Salk Pavilion

C. Function 3 - Student Organizations: PharmD, MS/PhD	1. High Risk Posture	2. Elevated Risk Posture	3. Guarded Risk Posture
What	Activites associated with student organizations	Activites associated with student organizations	Activites associated with student organizations
How	All activites/meetings remote No travel to national/regional meetings	Encouraged to hold meetings remotely. Any in-person gatherings cannot exceed 25 people and must follow social distancing and PPE guidelines. No travel to national/regional meetings.	Encouraged to hold meetings remotely. No travel to national/regional meetings. No gatherings that exceed room capacity (42 for the largest of Salk Hall rooms). Access to classrooms for meetings is obtained by requesting a room when meeting in person. Students will be informed of and required to adhere to the University's Health Standards and Guidelines , including the need to wear face coverings, to adhere to all physical distancing, safety, and hygiene signage, and to maintain six feet of physical distancing. In accordance with the University's Facilities Standards and Guidelines ,

			spaces will be equipped with signage, hand sanitizers, and physical barriers to support adherence to the University's Health Standards and Guidelines.
Number of people/positions required on campus	None	Generally none.	No more than 42 students (402 Salk Hall) or fewer up to the maximum capacity for the specific room.
Building	N/A	N/A	Salk Hall

D. Function 4 – Seminars / Guest Speakers	1. High Risk Posture	2. Elevated Risk Posture	3. Guarded Risk Posture
What	Seminar and Guest Speakers	Seminar and Guest Speakers	Seminar and Guest Speakers
How	All external speakers will be hosted remotely.	All external speakers will be hosted remotely.	All external speakers will be hosted remotely.
Number of people/positions required on campus	None	None	None
Building	N/A	N/A	N/A

E. Function 5 – Student Services Support	1. High Risk Posture	2. Elevated Risk Posture	3. Guarded Risk Posture
What	Support provided by the Office of Student Services and all recruitment activities	Support provided by the Office of Student Services and all recruitment activities	Support provided by the Office of Student Services and all recruitment activities
How	Remote work posture	Remote work highly encouraged wherever possible.	Remote work encouraged wherever possible

	<p>All recruitment activities remote</p>	<p>All recruitment activities remote</p> <p>For those who <u>must</u> go in to the office to provide support for student activities, days of the week will be assigned by desk to allow for social distancing in Salk Hall.</p> <p>Students will make appointments with student services specialists, who will be in Salk Hall on a rotating basis.</p> <p>In person meetings will occur through plexiglass separators with all individuals wearing face coverings. Traffic flow in and out of office will be minimized with safety procedures for individuals needing person-to-person contact.</p> <p>Employees will be informed of and required to adhere to the University's Health Standards and Guidelines, including the need to wear face coverings, adhere to all physical distancing, safety, and hygiene signage, and maintain six feet of physical distancing.</p> <p>In accordance with the University's Facilities Standards and Guidelines, spaces will be equipped with signage, hand sanitizers, and physical barriers to support adherence to the University's Health Standards and Guidelines.</p>	<p>All recruitment activities remote</p> <p>For those who need to go in to the office to provide support for student activities, days of the week will be assigned by desk to allow for social distancing in Salk Hall.</p> <p>Students will make appointments with student services specialists, who will be in Salk Hall on a rotating basis.</p> <p>In person meetings will occur through plexiglass separators with all individuals wearing face coverings. Traffic flow in and out of office will be minimized with safety procedures for individuals needing person-to-person contact.</p> <p>Employees will be informed of and required to adhere to the University's Health Standards and Guidelines, including the need to wear face coverings, adhere to all physical distancing, safety, and hygiene signage, and maintain six feet of physical distancing.</p> <p>In accordance with the University's Facilities Standards and Guidelines, spaces will be equipped with signage, hand sanitizers, and physical barriers to support adherence to the University's Health Standards and Guidelines.</p>
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Number of people/positions required on campus	N/A	1 faculty member 1 staff The rationale is to always have a person “live” if students are in classes. Staggered schedules/occupancy based on University guidelines. Because there are 4 separate multi-person offices, it is possible to have more without adding risk.	1 faculty member 1 staff The rationale is to always have a person “live” if students are in classes. Staggered schedules/occupancy based on University guidelines. Because there are 4 separate multi-person offices, it is possible to have more without adding risk.
Building	N/A	Salk Hall	Salk Hall

F. Function 6 – Administrative Functions	1. High Risk Posture	2. Elevated Risk Posture	3. Guarded Risk Posture
What	Support for administrative functions of School (course support, faculty support, purchasing activities, communications, research grant administration, alumni relations, financial activities, human resource activities)	Support for administrative functions of School (course support, faculty support, purchasing activities, communications, research grant administration, alumni relations, financial activities, human resource activities)	Support for administrative functions of School (course support, faculty support, purchasing activities, communications, research grant administration, alumni relations, financial activities, human resource activities)
How	Remote work posture	Remote work highly encouraged wherever possible For those who <u>must</u> go in to the office, days of the week will be assigned by desk and row to allow for social distancing given the open floor	Remote work encouraged wherever possible For those who need to go in to the office, days of the week will be assigned by desk and row to allow for social distancing given the open floor

		<p>plan at Baum and in Salk Hall (until renovations are complete). Employees will be informed of and required to adhere to the University's Health Standards and Guidelines, including the need to wear face coverings, adhere to all physical distancing, safety, and hygiene signage, and maintain six feet of physical distancing.</p> <p>In accordance with the University's Facilities Standards and Guidelines, spaces will be equipped with signage, hand sanitizers, and physical barriers to support adherence to the University's Health Standards and Guidelines.</p>	<p>plan at Baum and in Salk Hall (until renovations are complete). Employees will be informed of and required to adhere to the University's Health Standards and Guidelines, including the need to wear face coverings, adhere to all physical distancing, safety, and hygiene signage, and maintain six feet of physical distancing.</p> <p>In accordance with the University's Facilities Standards and Guidelines, spaces will be equipped with signage, hand sanitizers, and physical barriers to support adherence to the University's Health Standards and Guidelines.</p>
Number of people/positions required on campus	N/A	< 20 Employees Staggered schedules/occupancy based on University guidelines	< 40 Employees Staggered schedules/occupancy based on University guidelines
Buildings	N/A	Salk Pavilion/Offices at Baum/Victoria/ other off-campus locations	Salk Pavilion/Offices at Baum/Victoria/other off-campus locations

G. Function 7 – Administrative Functions – IT and Facilities support	1. High Risk Posture	2. Elevated Risk Posture	3. Guarded Risk Posture
What	Support for the technology and facilities functions	Support for the technology and facilities functions	Support for the technology and facilities functions

How	<p>Remote work unless need is deemed essential by senior leadership,</p> <p>For those who <u>must</u> go in to the office based on essential need, employees will be informed of and required to adhere to the University's Health Standards and Guidelines, including the need to wear face coverings, adhere to all physical distancing, safety, and hygiene signage, and maintain six feet of physical distancing.</p> <p>In accordance with the University's Facilities Standards and Guidelines, spaces will be equipped with signage, hand sanitizers, and physical barriers to support adherence to the University's Health Standards and Guidelines.</p>	<p>Remote work highly encouraged wherever possible.</p> <p>For those who <u>must</u> go to the office, they will follow social distancing from other staff given the open floor plan at Baum and in Salk Hall (until renovations are complete).</p> <p>Employees will be informed of and required to adhere to the University's Health Standards and Guidelines, including the need to wear face coverings, adhere to all physical distancing, safety, and hygiene signage, and maintain six feet of physical distancing.</p> <p>In accordance with the University's Facilities Standards and Guidelines, spaces will be equipped with signage, hand sanitizers, and physical barriers to support adherence to the University's Health Standards and Guidelines.</p>	<p>Remote work encouraged wherever possible.</p> <p>For those who desire go to the office, they will follow social distancing from other staff given the open floor plan at Baum and in Salk Hall (until renovations are complete).</p> <p>Employees will be informed of and required to adhere to the University's Health Standards and Guidelines, including the need to wear face coverings, adhere to all physical distancing, safety, and hygiene signage, and maintain six feet of physical distancing.</p> <p>In accordance with the University's Facilities Standards and Guidelines, spaces will be equipped with signage, hand sanitizers, and physical barriers to support adherence to the University's Health Standards and Guidelines.</p>
Number of people/positions required on campus	3 staff members Staggered schedules/occupancy based on University guidelines	3 staff members Staggered schedules/occupancy based on University guidelines	3 staff members Staggered schedules/occupancy based on University guidelines
Building	Salk Hall and Offices at Baum	Salk Pavilion and Offices at Baum	Salk Pavilion and Offices at Baum

H. Function 8 - Research COVID essential	1. High Risk Posture	2. Elevated Risk Posture	3. Guarded Risk Posture
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What	Essential COVID research	Essential COVID research	Essential COVID research
How	<p>Requires in-person lab research as determined by senior leadership.</p> <p>Face covering must be worn from the time of entry into the building until the time of exit from the building, except while eating with greater than 6 ft distancing or in an enclosed single-person office space.</p> <p>Masks, gloves, goggles and lab coats are required at the lab bench. Goggles and lab coats will be assigned to individuals. Minimum PPE will be required at all times based on School of Pharmacy and university guidelines.</p> <p>Independent bench work is preferred.</p> <p>In cases where multiple researcher work groups are required, prior to work being initiated, a plan will be established based on University guidelines with PI.</p> <p>Implement staggered shift schedule to ensure 6 feet social distancing.</p> <p>For research space, only up to 2 individuals per bay are allowed at any given time while maintaining 6 feet distance for research space.</p>	<p>Requires in-person lab research.</p> <p>Face covering must be worn from the time of entry into the building until the time of exit from the building, except while eating with greater than 6 ft distancing or in an enclosed single-person office space.</p> <p>Masks, gloves, goggles and lab coats are required at the lab bench. Goggles and lab coats will be assigned to individuals. Minimum PPE will be required at all times based on School of Pharmacy and university guidelines.</p> <p>Independent bench work is preferred.</p> <p>In cases where multiple researcher work groups are required, prior to work being initiated, a plan will be established based on University guidelines with PI.</p> <p>Implement staggered shift schedule to ensure 6 feet social distancing.</p> <p>For research space, only up to 2 individuals per bay are allowed at any given time while maintaining 6 feet distance for research space.</p>	<p>Requires in-person lab research.</p> <p>Face covering must be worn from the time of entry into the building until the time of exit from the building, except while eating with greater than 6 ft distancing or in an enclosed single-person office space.</p> <p>Masks, gloves, goggles and lab coats are required at the lab bench. Goggles and lab coats will be assigned to individuals. Minimum PPE will be required at all times based on School of Pharmacy and university guidelines.</p> <p>Independent bench work is preferred.</p> <p>In cases where multiple researcher work groups are required, prior to work being initiated, a plan will be established based on University guidelines with PI.</p> <p>Implement staggered shift schedule to ensure 6 feet social distancing.</p> <p>For research space, only up to 2 individuals per bay are allowed at any given time while maintaining 6 feet distance for research space.</p>
Number of people/positions required on campus	1 Faculty PI	1 Faculty PI	1 Faculty PI 19 graduate students/postdocs/research staff on staggered shifts

	19 graduate students/postdocs/research staff on staggered shifts	19 graduate students/postdocs/research staff on staggered shifts	
Building	Salk Pavilion	Salk Pavilion	Salk Pavilion

I. Function 9 - Research Wet-Bench	1. High Risk Posture	2. Elevated Risk Posture	3. Guarded Risk Posture
What	Wet-lab research	Wet-lab research	Wet-lab research
How	<p>Only personnel deemed essential by senior leadership will be allowed to work in the laboratories. Virtual work encouraged for all other research personnel.</p> <p>1. Personnel entering PittPharmacy research facilities are subject to any University of Pittsburgh (or CMU for PTC leased property) screening procedures that are in place.</p> <p>2. Face covering must be worn from the time of entry into the building until the time of exit from the building, except while eating with greater than 6ft distancing, or in an enclosed single-person office space.</p> <p>3. Within PittPharmacy research facilities a minimum of 6ft physical distancing must always be maintained</p>	<p>Virtual work encouraged for research personnel; some in-person lab bench research permitted</p> <p>1. Personnel entering PittPharmacy research facilities are subject to any University of Pittsburgh or CMU screening procedures that are in place.</p> <p>2. Face covering must be worn from the time of entry into the building until the time of exit from the building, except while eating with greater than 6 feet distancing, or in an enclosed single-person office space.</p> <p>3. Within PittPharmacy research facilities a minimum of 6ft physical distancing must always be maintained including bathrooms and breakrooms (apart from transient unavoidable situations). Elevators should be</p>	<p>In-person benchtop research based on Principal Investigator determination</p> <p>1. Personnel entering PittPharmacy research facilities are subject to any University of Pittsburgh or CMU screening procedures that are in place.</p> <p>2. Face covering must be worn from the time of entry into the building until the time of exit from the building, except while eating with greater than 6 feet distancing, or in an enclosed single-person office space.</p> <p>3. Within PittPharmacy research facilities a minimum of 6ft physical distancing must always be maintained including bathrooms and breakrooms (apart from transient unavoidable situations). Elevators should be limited</p>

	<p>including bathrooms and breakrooms (apart from transient unavoidable situations). Elevators should be limited to 2 persons at a time wearing face coverings.</p> <p>4. Flow of foot traffic on a floor should be maintained in one direction according to signage.</p> <p>5. Hand-washing practices and hand sanitizer use must be observed.</p> <p>6. Within laboratories a minimum of 6ft physical distancing must always be maintained.</p> <p>7. In work areas or at equipment where 6ft distancing is not possible, personnel must adopt CDC guidelines for 'close contact' with an asymptomatic patient; personnel must wear a surgical ASTM level 1 mask [not N95] eye protection, lab coats/gowns & gloves.</p> <p>8. Where it is necessary to decrease personnel density to maintain physical 6ft distancing, a shift work scheduling plan will be developed & used (e.g., three 6h shifts or two 8h shifts). Personnel will consult with their laboratory PIs to determine their own shift schedules.</p> <p>9. Where possible, desynchronization of shifts with other research group laboratories on the same floor will be</p>	<p>limited to 2 persons at a time wearing face coverings.</p> <p>4. Flow of foot traffic on a floor should be maintained in one direction according to signage.</p> <p>5. Hand-washing practices and hand sanitizer use must be observed.</p> <p>6. Within laboratories a minimum of 6ft physical distancing must always be maintained.</p> <p>7. In work areas or at equipment where 6ft distancing is not possible, personnel must adopt CDC guidelines for 'close contact' with an asymptomatic patient; personnel must wear a surgical ASTM level 1 mask [not N95] eye protection, lab coats/gowns & gloves.</p> <p>8. Where it is necessary to decrease personnel density to maintain physical 6ft distancing, a shift work scheduling plan will be developed & used (e.g., three 6h shifts or two 8h shifts). Personnel will consult with their laboratory PIs to determine their own shift schedules.</p> <p>9. Where possible, desynchronization of shifts with other research group laboratories on the same floor will be used to potentially minimize interaction in hallways and communal areas.</p>	<p>to 2 persons at a time wearing face coverings.</p> <p>4. Flow of foot traffic on a floor should be maintained in one direction according to signage.</p> <p>5. Hand-washing practices and hand sanitizer use must be observed.</p> <p>6. Within laboratories a minimum of 6ft physical distancing must always be maintained.</p> <p>7. In work areas or at equipment where 6ft distancing is not possible, personnel must adopt CDC guidelines for 'close contact' with an asymptomatic patient; personnel must wear a surgical ASTM level 1 mask [not N95] eye protection, lab coats/gowns & gloves.</p> <p>8. Where it is necessary to decrease personnel density to maintain physical 6ft distancing, a shift work scheduling plan will be developed & used (e.g., three 6h shifts or two 8h shifts). Personnel will consult with their laboratory PIs to determine their own shift schedules.</p> <p>9. Where possible, shift desynchronization with other research group laboratories on the same floor will be used to potentially minimize interaction in hallways and communal areas.</p>
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	used to potentially minimize interaction in hallways and communal areas.		
Number of people/positions required on campus	Those deemed essential by senior leadership.	19 Faculty Principal Investigators 110 Staff, Post docs and trainees Staggered schedules/occupancy based on University guidelines, with not more than 25 people at a time in one shared space	19 Faculty Principal Investigators 125 Staff, Post docs and trainees Staggered schedules/occupancy based on University guidelines
Building	Salk Pavilion/Pittsburgh Technology Center	Salk Pavilion/Pittsburgh Technology Center	Salk Pavilion/Pittsburgh Technology Center

J. Function 10 – Computational Research	1. High Risk Posture	2. Elevated Risk Posture	3. Guarded Risk Posture
What	Research that does not require lab bench work	Research that does not require lab bench work	Research that does not require lab bench work
How	Remote work posture	Remote work highly encouraged wherever possible For those who <u>must</u> go to the office, days of the week will be assigned by desk and row to allow for social distancing given the open floor plan at Baum and in Salk Hall (until renovations are complete). Employees will be informed of and be required to adhere to the University's Health Standards and Guidelines , including the need to wear face	Remote work encouraged wherever possible For those who need to go to the office, days of the week will be assigned by desk and row to allow for social distancing given the open floor plan at Baum and in Salk Hall (until renovations are complete). Employees will be informed of and be required to adhere to the University's Health Standards and Guidelines , including the need to wear face

		coverings, adhere to all physical distancing, safety, and hygiene signage, and maintain six feet of physical distancing. In accordance with the University's Facilities Standards and Guidelines , spaces will be equipped with signage, hand sanitizers, and physical barriers to support adherence to the University's Health Standards and Guidelines.	coverings, adhere to all physical distancing, safety, and hygiene signage, and maintain six feet of physical distancing. In accordance with the University's Facilities Standards and Guidelines , spaces will be equipped with signage, hand sanitizers, and physical barriers to support adherence to the University's Health Standards and Guidelines.
Number of people/positions required on campus	N/A	< 5 Faculty Principal Investigators < 20 Staff, Post Docs, Trainees Staggered schedules/occupancy based on University guidelines	10 Faculty Principal Investigators 40 Staff, Post Docs, Trainees Staggered schedules/occupancy based on University guidelines
Building	N/A	Salk Pavilion/Offices at Baum/Victoria/ other off-campus locations	Salk Pavilion/Offices at Baum/Victoria/other off-campus locations

III. Transitions between Operational Postures: School of Pharmacy

As the environment shifts University Senior Leadership Team will make determinations about when the University's operational posture must also shift to either more or less restricted. PittPharmacy will follow that guidance and adjust functions as described above and summarized below.

School of Pharmacy Changes by Posture--Communications

Whether postures increase or decrease in risk:

- Amplify the Pitt message to PittPharmacy employees and students using the guidance provided by Pitt for the advance notice to be given.
- Notify PittPharmacy employees and students of change in classroom options through several channels, including email, Zoom meetings and the website; students will additionally be notified through the Porxtal and Canvas.

- Specific information related to schedules for research personnel and staff who are on campus in some postures will be conveyed by the PI or staff supervisor, as appropriate.

When posture is decreasing in risk:

An email message from the dean with the subject line of “URGENT” will be sent to all employees and students.

School of Pharmacy Changes by Posture and Function

Functions 1, 2, 3, and 5: Teaching/learning, student organizations, and student support services and

Function 7: IT

Salk Hall/Salk Pavilion:

High Risk: 0 students/faculty/staff presence or with exception by the dean

Elevated Risk: Maximum of 147 individuals in classrooms plus a maximum of 4 faculty/staff for student services and IT

Guarded Risk: Maximum of 176 individuals in classrooms plus a maximum of 8 faculty/staff for student services and IT

Offices @ Baum:

Not affected by the above functions

Pittsburgh Technology Center (PTC):

Not affected by the above functions

Function 6 – Administrative Functions

High Risk: 0 required in buildings

Elevated Risk: < 20 Employees with staggered occupancy

Guarded Risk: < 40 Employees with staggered occupancy

Function 7 - Building Support (IT Above)

High Risk: 1 person on an as-needed basis due to construction and safety

Elevated Risk: 1 person on an as-needed basis due to construction and safety

Guarded Risk: 1 person on an as-needed basis due to construction and safety

Functions 8 and 9: Wet-Bench Research

Salk Pavilion, PTC: (Salk Hall, Offices @ Baum: Not applicable)

High Risk: Essential personnel only

Elevated Risk: Faculty/staff/students/postdocs work in shifts orchestrated within the floor/ location

Guarded Risk: Faculty/staff/students/postdocs work in shifts orchestrated within the floor/ location

Function 10: Computational Research: Pavilion, PTC, Office@Baum

High Risk: Remote work with access to buildings on a limited basis

Elevated Risk: Remote if possible; Maximum of < 5 faculty, < 20 Staff, Post Docs, Trainees in buildings on staggered schedules/occupancy

Guarded Risk: Remote if possible; 10 faculty, Maximum of 40 Staff, Post Docs, Trainees in buildings on staggered schedules/occupancy

IV. Stakeholder Outreach

The School of Pharmacy Leadership Team and Communications Team will collaborate on communications to all Stakeholders regarding outreach. Stakeholders and communication tools for each group are outlined below:

Senior University Leadership	Updates directly from Dean Kroboth, Zoom and in-person meetings, emails
PittPharmacy employees	Regularly occurring school-wide Zoom meetings, electronic communications, conversations with supervisors and department chairs, website postings. An email from the dean with "URGENT" in the subject line will be used to communicate a shift to a higher risk posture.
Students and trainees	Regularly occurring Zoom conversations with students/trainees, weekly official notifications from administration and class presidents to class cohorts, emails directly from the dean, FAQs on website, website postings, Canvas postings, social media. An email from the dean with "URGENT" in the subject line will be used to communicate a shift to a higher risk posture.
Alumni	Website postings, social media, Alumni Society Board Zoom meetings, phone calls, electronic communications, contact from development officers and the dean/other leaders
Community relations	Website postings, electronic communications

Friends of school	Electronic communications including monthly eBlasts, social media, phone calls, Zoom meetings, website postings,
Prospective recruits	Electronic communications, social media, on-going recruitment programming through Zoom, scheduled Zoom meetings with recruitment staff and students, Website postings,

V. Monitoring and Amendment

Any revisions to the plan must be reviewed by the Dean of the School of Pharmacy and approved by the Senior Vice Chancellor for Health Sciences.