

August 4, 2020

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Return to Campus Resources

Cleaning and Sanitizing Updates

Updates on campus-wide disinfection and sanitation are posted by FMD.

[Read Cleaning/Disinfecting Update](#)

Parking Permits in Effect

Please note, parking permits are now in effect. Please ensure your vehicle is parked in its appropriate location to avoid any citations. No action is needed for those with License Plate Recognition (LPR) permits, which automatically activated on Aug. 1. Hang tag and sticker permits have been mailed to the respective permit holders and should be appropriately displayed in vehicles prior to parking on campus.

Buses Running on Limited Routes

A limited number of buses are servicing the [new routes](#) Monday - Friday from 7 a.m. to 7 p.m. Regular weekday, night and weekend service is set to resume Aug. 20, 2020. Please note that routes will be updated on the UGA app on August 14. You may need to update the UGA app after August 14 to see changes.

Track Bus Routes

Campus Operations

University Libraries Reopening

The University of Georgia Libraries will open to the public Aug. 10 with measures in place to lessen the spread of COVID-19. Most library locations, including the Main Library and Science Library, will reopen to the public with limited hours during the week of Aug. 10, and will expand service hours when classes resume. Beginning Aug. 20, the Main Library, Science Library and Miller Learning Center will be open until midnight most weekdays with earlier closure times on the weekends. The closing times allow cleaning crews to meet campus guidelines for disinfecting high-touch surfaces in the Libraries' study spaces.

Read More about Library Operations

UGA Golf Course Reopens

The driving range is currently open Monday - Sunday from 12:00 p.m. to 7 p.m. with limited capacity. Beginning Aug. 7, 2020, the golf course, E.B. Smith Golf Clubhouse and Champions Café will open Fridays, Saturdays and Sundays with limited hours. Please note that operating hours and procedures may change based on health conditions.

Read Golf Course Updates

Vending Services

Vending machines will be restocked as we return to campus. To request product in a particular location, please contact Jon Hall at jonhall@uga.edu.

Links for updates and operations status

- [Dining Services](#) keeps their website current with regular updates and FAQs.
- [Transportation and Parking Services](#) keeps their website current with regular updates.
- [UGA Bookstore](#) has reopened with limited hours. Up-to-date information and current hours are posted on its website.

Finance & Procurement

Bursar and Treasury Updates: Deposits

The University of Georgia has carefully developed plans for a phased and gradual return to full operations, health conditions and state regulations

permitting. A component of this plan for the Bursar and Treasury department is to ensure the safe and effective processing of campus deposits.

To help minimize health risks by maintaining social distancing and keeping safety as our top priority, there are a few safe options for delivering and processing campus deposits when we return to open campus operations:

- Continue to utilize the drop box located on the outside of the Business Services building located 424 East Broad Street.
- Utilize campus mail to send deposits to the Bursar's Office in situations where cash is not included (cash should never be sent via campus mail).
- Only use teller drop off when deposit is too large for drop box, contains cash or immediate questions need to be addressed.
- Always include your web departmental deposit receipt with all deposits.
- Reach out to the [Bursar's office](#) to discuss options to help minimize/eliminate cash transactions.
- Work with the [Accounts Receivable \(AR\) team](#) when applicable to prepare a plan for AR PeopleSoft assistance where checks are sent directly to the bank for processing.

Please remember that walk-in traffic will be temporarily suspended between the hours of 12:30 p.m. and 1:30 p.m. Monday through Friday. Phone lines will remain open during this time. If you need assistance on any deposit or have any questions, feel free to email the [Bursar and Treasury office](#) to arrange a time for our staff to reach back out directly to you helping to reduce office traffic and congestion. Let us all work together to protect the health and safety of every member of the Bulldog Nation.

Human Resources

Flexible Work Schedules and Telework Guidance Issued

Deans, Directors and Department Heads have been advised by University Human Resources that they may implement flexible work schedules and telecommuting decisions internally and should work with their unit Human Resources liaisons and individual employees to develop flexible work schedule plans to address COVID-19 related work scheduling and leave challenges that will occur this fall semester. Changes to the procedures for reporting telecommuting and flexible work schedules have been made to allow Deans, Directors and Department Heads to quickly and effectively use scheduling tools in a manner which preserves the in-person delivery of instruction, research, outreach and student services while achieving return to

campus imperatives of social and physical distancing guidelines in a unit's work spaces; maintaining a unit's workforce at a level sufficient to deliver its core mission/services; or meeting operational needs to ensure there is not an adverse impact to the delivery of a unit's core mission/services. Deans, Directors and Department Heads may also approve the use of telework for COVID-19 leave situations when a non-symptomatic employee must quarantine themselves upon notification of a close contact COVID-19 exposure.

Instruction

Course Materials Request

The UGA Bookstore is asking faculty to submit any remaining adoptions as soon as possible. To submit your request, please email textbook@uga.edu or use the online adoption tool at bookstore.uga.edu. To submit your adoptions via the Bookstore's website, go to the Resources menu and click Online Adoptions. You will be asked to login or register and will be asked for a password. The password for our campus is 0095. Please email textbook@uga.edu if you prefer a printed paper copy of your previous term information.

Submit Course Materials Request

Fall Internship Guidelines

Learn how internships and undergraduate research in a department/college may be managed during Fall 2020 when extensive social-distancing requirements are likely to remain in effect.

Read Internship Guidelines

Set Clear Expectations for Students for Fall 2020

As you adjust class delivery, it's important to outline expectations in your syllabus and share it with students as soon as possible. We recommend that you release your eLC pages earlier than the default, August 19. Go to the Course Administration section of your eLC page and select "Course Offering Information." Navigate to the bottom of the page, select "Course has a start date" and insert the date you upload your syllabus and course meeting information.

Update Course Date

Outreach: PS&O and Extension

Fanning offers podcasts to help leaders adapt in changing times

J.W. Fanning Institute for Leadership Development faculty member Brandy Walker has launched a series of podcasts designed to coach leaders in all

walks of life through steps they need to take to adapt to their changing environment. Fanning is a unit of UGA Public Service and Outreach.

[Listen to the Podcasts](#)

Research

Phased Research Resumption Continues with Phase 3

With UGA entering Phase 3 on Monday, Aug. 10, please note that research resumption requirements apply to all faculty doing any form of research, scholarly or creative work in campus facilities, regardless of whether the work is funded by external sources or not. For Phase 3, a minimum distance of 6 feet between personnel should be maintained in research facilities. Face coverings should also be worn while inside campus facilities/buildings as mandated by [UGA policy](#). Faculty may continue their work under approved Phase 2 Research Resumption Plans (RRPs) unless additional personnel will be added to their spaces, in which case they should modify and request approval of the revised Phase 2 RRP. Faculty should detail precautions that will be taken in circumstances in which it will be difficult or impossible to maintain the 6-foot social distancing requirement. For additional information, please visit the [Research Resumption Requirements](#) page and the [COVID-19 Research Operations FAQ](#).

References and Links

- [Plans for Phased Return to Full Operations](#)
- [Return to Campus Guidelines for Faculty and Staff](#)
- [Research Resumption Resources](#)
- [Communication Resources \(Signage and Graphics\)](#)
- [UGA COVID-19 Website](#)

Have feedback?

To suggest additional topics for future email digests, complete [this form](#).