



December 9, 2020

TO: Departmental Chairs and Directors of Undergraduate Studies

FROM: Jill Dolan, Dean of the College
Pablo Debenedetti, Dean for Research

RE: Update on the resumption of undergraduate research this spring

Dear Colleagues,

We write to you in your capacity as Chairs and Directors of Undergraduate Studies in departments with laboratory and studio research spaces.

In light of President Eisgruber's November 24th announcement inviting undergraduates back to campus this spring, we're reaching out to ask whether your department plans to resume undergraduate access to your research spaces and if so, in what capacity, given current health and safety restrictions and available resources.

Should you decide to host undergraduates in your department's research spaces, we ask that you prioritize access based on the curricular requirement of your students' independent work. Priority should be given to currently-enrolled seniors, followed by juniors, and finally, engineering sophomores enrolled in a credited independent work course. Paid undergraduate research assistants should only be considered once the needs of your department's concentrators have been met.

For departments planning to host undergraduates in their labs or studios this spring, we have put in place a review process, with the health and safety of the campus community as our foremost consideration.

We ask that every faculty member in your department who proposes to advise a junior project or senior thesis involving work in their lab or studio do the following by Friday, December 18:

- Complete this [Google form](#), which will ask the faculty member to do two things:
 - Certify that the junior(s) and /or senior(s) doing their independent work research in their lab or studio do not require proximity training, that is to say, training that cannot be done while maintaining strict physical distancing. (Research that requires proximity training of undergraduates is not allowed.)

- Provide the name(s) of undergraduates who will conduct independent work research in their lab or studio. (Note: Filling out the form is required even for faculty who are only hosting seniors previously approved in the fall. The form asks for additional information, such as building and room number, which will be used by the Office of the Dean of the College to ensure building access.)
- Faculty in divisions III or IV who plan to have seniors or juniors in their lab must submit a revised [Research Laboratory Operations Plan](#) (RLOP). The plan should specify that juniors and/or seniors will be included in Level 2-only research activity. The plan should also explain how the student(s) will be incorporated in the space under the occupancy limits, the square footage minimum (minimum of 125 sq.ft./researcher at all times), and the strict physical distancing requirements (6 ft. minimum between people at all times).
- Departments in divisions I and II must include undergraduate senior or junior researchers in their departmental resumption plans. Please specify that undergrads will be included in Level 2-only research activity. In addition, explain how the student(s) will be included in the space under the occupancy limits, the square footage minimum (minimum of 125 sq. ft./researcher at all times), and strict physical distancing requirements (6 ft. minimum between persons at all times).

Following review and approval of these research operations plans, the Office of the Dean of the College will confirm final approval for these students to access the relevant facilities this spring. To reduce the risk to those on campus and in the surrounding communities, please note that only enrolled undergraduates with permission to access University buildings will be considered. Access to labs and studio spaces will resume for approved undergraduates on Monday February 1st.

Please share this important information with your faculty.

If you or your colleagues have questions, please contact Associate Dean for Research Karla Ewalt (kewalt@princeton.edu) or Director of Undergraduate Research Pascale Poussart (poussart@princeton.edu).

Best wishes,

Jill and Pablo



cc:

Academic Managers

Elizabeth Colagiuri, Deputy Dean of the College

Marie Burns, Executive Assistant, Office of the Executive Vice President

Karla Ewalt, Associate Dean for Research

Kris Gindele, Executive Assistant to the Dean of the College

Rebekah Massengill, Associate Dean of the College

Pascale Poussart, Director of Undergraduate Research