ECAS Visitor Policy – Academic Visitors; UNIT SPECIFIC REQUIREMENTS.

According to the current Visitor Policy (https://www.emory.edu/forward/policies-guidelines-protocols/visitor-policy/index.html) all visitors are onboarded through a LITS process but require the approval of the units involved. In ECAS, this approval is executed by Laura Papotto, ECAS HR Director, ECAS_Connections@emory.edu.

The decision to grant visitor status is not an easy one because as the Visitor Policy states "A baseline principle is that, if a visitor's activity could be performed remotely, such as giving a speech or scholarly presentation, then a request to be on campus should be denied. Given our commitment to a reduced density on campus, this policy does not provide permission for all types of visitors identified below to return to campus. Rather, it reflects the requirement for a metered, approved return for visitors. And, if a type of visitor is not specifically delineated below, then those visitors are not permitted on campus."

The LITS process provides minimal information about the purpose of the visit and the status of the visitor at Emory, so this makes the decision more difficult.   We ask that supporting materials be provided to Laura Papotto by the chair of the sponsoring faculty's department in the following cases.

1. All international visitors who will be on campus for more than 3 days successive or otherwise. Supporting Materials: complete rationale for the proposed collaboration being in person, visa status, financial support, detailed nature of the collaboration, any official status while at Emory, estimated number of contacts, approval of department chair.

2. All visitors who will be in campus laboratories or performance spaces for more than 3 days successive or otherwise. Supporting Materials: complete rationale for the proposed collaboration being in person, financial support, detail nature of the collaboration, any official status while at Emory, estimated number of contacts, approval of department chair.

We strongly encourage such visitors (1 and 2 above) to be tested for COVID-19 before visiting campus.

Approved by Senior Associate Dean Research: November 30, 2020