

**Subject Line: Message from the Office of the Vice President for Research:
Response to Phase IV Campus Closure**

Dear TTUHSC El Paso Community:

In response to the documented COVID-19 case among our campus community, and today's city-wide "Stay at Home, Work Safe" order, President Lange and TTUHSC El Paso leadership have declared a campus closure under the Texas Tech University System's Phase IV operational level. Phase IV is defined in the memo accompanying President Lange's email from 10:02 a.m. today and can also be found by clicking [here](#).

In line with Phase IV, the only **research-related** personnel that may remain on campus will be:

- Staff of the Laboratory Animal Research Center (LARC).
- Staff who maintain buildings and equipment.
- Members of the president's executive leadership.
- Any others specifically designated by the president as the minimum workforce needed on campus.

All others should remain on duty, but working remotely. If there are questions about whether you should report to campus or not, or your duties during this Phase IV campus closure, please consult with your supervisor and department leadership.

Any current **on-campus** research operations should be safely and urgently discontinued, by the end of today, March 24. Please consult with your department leadership if you are unable to do so.

Remote, at-home research activities should continue during Phase IV operations.

The LARC will remain operational, but with possible modifications to staffing. *With human health as the first priority*, every effort will be made to maintain the health and integrity of our research animals as well. Stay tuned for further updates.

Thank you for your efforts and cooperation.

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