

AAE procedures for shared spaces in Armstrong Hall

May 23, 2022

Following recent guidance from the Protect Purdue team issued in February and March, the AAE Safety Committee recommends following Protect Purdue requirements and sees no reason to create more stringent mask policies than those provided by Protect Purdue.

The policies below will be in effect immediately; this includes updates from the guidance sent on March 1, 2022.

1. Graduate student offices (e.g., “desk-only” spaces)

- Graduate student offices with “desk-only” spaces are considered mask-optional spaces per Protect Purdue guidance.
- The School *strongly recommends that masks are worn in these spaces if any colleague or office mate is uncomfortable without masks*. This is in recognition that many of our graduate students have circumstances that will make them uncomfortable with unmasked people in close proximity. We want to remain as inclusive as possible, and wearing masks in these spaces is one way to make sure everyone feels welcome.

2. Conference Rooms (ARMS 2008, 2007, 2009, 3317, and 3326)

- The School conference rooms remain open.
- Meeting scheduling via the Resource Allocation Tool (RAT) system will continue.
- Conference rooms are similar to other public areas in ARMS, so these are mask-optional spaces.
- *The meeting organizer can request attendees to wear masks*, given the number of participants, density of participants, etc. A hybrid or virtual meeting option should be considered to enable participation from everyone.
- N95 masks will be available in ARMS 2008, 2007, 2009, 3317, and 3326 for those who would like to use these while meeting in one of these rooms. Disinfecting supplies will remain available for meeting participants to clean the area they use prior to and after each use. Additional quantity of N95 masks and disinfecting supplies can be requested in ARMS 2025.

3. Student learning and collaboration spaces (e.g., converted areas in ARMS 3300 and ARMS 3200 suites)

- Offices available for student use in the ARMS 3200 and ARMS 3300 wings are open during normal business hours from 8:00 AM to 5:00 PM. These spaces are mask optional.
- The open spaces in these areas, particularly the ARMS 3300 “suite” area, is a combination of open work areas adjacent to the offices. These spaces are mask optional, with the *request for masking when participants are uncomfortable without masks*, similar to the procedure for conference rooms above.
- Computers in ARMS 3200 and ARMS 3300 will be available for remote use from 5:00 PM to 8:00 AM.
- N95 masks will be available for those who would like to use these while meeting in one of these rooms. Disinfecting supplies will remain available for meeting participants to clean the area they use prior to and after each use. Additional quantity of N95 masks and disinfecting supplies can be requested in ARMS 2025.

4. Shared computing lab space (ARMS 2106 / 2106A)

- The AAE computer labs in ARMS 2106 / 2106A are mask-optional spaces.
- Computer labs are open for 24-hour / 7 days a week access. These computers will have priority for in-person users and may not be available for remote access.
- **No open drink or food is allowed in these spaces to remove opportunity for spillage and other damage of the computers.** This matches the pre-pandemic rules for this room.
- N95 masks will be available for those who would like to use these while meeting in one of these rooms. Disinfecting supplies will remain available for meeting participants to clean the area they use prior to and after each use. Additional quantity of N95 masks and disinfecting supplies can be requested in ARMS 2025.