

EMPLOYEE COVID-19 VACCINE POLICY

Employee Handbook, supplement to CHAPTER 8 – LIFE THREATENING ILLNESSES

DEFINITIONS

Vaccine: A qualifying vaccine includes those approved for use in the U.S. and by the World Health Organization (WHO).

Fully Vaccinated shall be defined as set out by the Center for Disease Control (CDC).

Section 8.10 – COVID-19 Vaccine Policy (Approved by the President’s Direct Reports, 09/15/2021)

In furtherance of our shared responsibility, this policy was developed to ensure the safety of the UIW community in support of COVID-19 mitigative efforts, and to minimize the risks and disruptions to business services, which include the delivery of quality education. By requiring the COVID-19 vaccine for our employees, we can provide the safest possible environment and educational experience for both the University and community.

1. All employees shall be fully vaccinated for the COVID-19 virus. This requirement is applicable to employees of all classifications working in any location, including on campus or remotely, and includes full-time, part-time, and temporary staff, faculty, and administrators. Student employees whose employment status derives from their student status are excluded from this policy. This policy shall extend to vendors and consultants working on campus with any frequency, including those engaged in daily operations or delivery of services, except for emergency services or repairs, including those engaged in daily operations or delivery of services.
2. Current employees shall comply with this policy by October 31, 2021. Employees hired after September 15, 2021, shall comply with this policy within 60 days of the date of employment.
3. Employees shall submit their vaccination status following the procedure set out by the Office of Human Resources.
4. Employees seeking an accommodation due to a disability or sincerely held religious beliefs, may submit the applicable form ([Disability Accommodation Request Form](#) or [Religious Accommodation Request Form](#)) in accordance with existing procedures to the Office of Human Resources no later than October 15, 2021, or within 30 days of the date of employment for any new employees.
5. Employees granted an accommodation will be required to wear a mask, test at an interval in accordance with current UIW testing guidelines, social distance from others, and may be subject to other COVID-19 mitigation measures.

Enforcement

1. In compliance with Sections 7.1, 7.4 and 7.16 of the Employee Handbook, employees who fail to comply with the vaccine policy are subject to disciplinary action, including termination.
2. Vendors and consultants who fail to comply with the vaccine policy are subject to termination of

the contract and immediate removal from campus.

3. Employees hired on or after September 15, 2021, who fail to comply with this policy within the 60 days of the date of employment shall be terminated.