Dear Cardinal Faculty and Staff,

As many of you plan for ways to spend your well-deserved time off this fall, we hope you’ll first consider ways to enjoy your time within Louisville. If you do decide to travel out of state, please keep these things in mind:

Guidance for personal travel

- Stay safe on your trip and remember that our responsibilities to one another don’t stop at the edges of our campuses. Wear a mask, wash your hands and stay at least 6 feet from others.
- Be sure to first research the state-wide positivity rate or the international warning level of your desired destination.
- The governor’s travel advisory indicates that anyone returning from a location with a positivity rate of 15% or higher should quarantine for 14 days upon return to Kentucky. Alabama, Iowa, North Dakota and South Dakota were recently identified as “hot spot” states that should be avoided.
- Report your travel to Campus Health if you are traveling to a place with a COVID-19 positivity rate of 10% or higher. Additionally, inform your supervisor so they can make preparations in the event that you are asked by Campus Health to quarantine upon your return.
- Visit the Quarantine and Personal Travel section of the COVID-19 website for scenarios that could involve your personal, sick or vacation time if you are asked to quarantine upon return from personal travel.

Our university community’s ability to maintain our low positivity rate is dependent on each of us doing our part, even when taking time off. We must stay vigilant and avoid behaviors that risk exposure to the virus so we can keep our Cardinal Family safe when we return to campus from our destinations.

Cardinal Principles and reporting concerns

Wearing a mask, washing hands frequently and physical distancing are not only part of our health and safety protocols, they are ways we show our commitment to being a Community of Care—caring for self and for one another. If we come into contact with someone on campus not doing these things, we should use the Cardinal Principles to guide our response. We can show our Respect by first considering if this Cardinal Family member may have a disability or medical accommodation. Perhaps they might not realize their mask isn’t on and could use a friendly reminder. Whatever situation we encounter, we can anchor ourselves in Accountability and Respect, before we engage in productive conversations with one another.

If you are concerned about someone deliberately not following the protocols, you may report that concern to the Business Operations COVID Support Team via phone, email or live chat (Monday through Friday, 8 a.m. to 5 p.m.). Any questions or concerns received after business hours will be responded to by the next business day. If you have a serious compliance concern that is suspected to
cause health or safety issues after business hours, contact ULPD at 502-852-6111. ULPD will determine if there are other appropriate staff on call to address the concern or if an officer should assist.

Beth A. Boehm  
Executive Vice President and University Provost

Kevin Gardner  
Executive Vice President for Research and Innovation

Mary Elizabeth Miles  
Vice President, Human Resources

Mark Watkins  
Chief Operating Officer

Phillip Bressoud  
Executive Director, Campus Health Services