



## **University of Pittsburgh COVID-19 Vaccination Policy Committee Charter**

### **I. Preamble**

This body is called the COVID-19 Vaccination Policy Committee (Committee). It is authorized by the Chancellor and will serve at the Chancellor's discretion. The Chancellor has authorized the Senior Vice Chancellor and Chief Legal Officer/Executive Sponsor, Resilience Steering Committee to direct the operations of this Committee, consistent with the terms of this Charter. This Charter outlines the purpose, relevant background, scope, responsibilities, composition, and operations of the Committee, as well as the review process for any proposals generated by this Committee.

This document should be read in conjunction with Policy AO 01, Establishing University Policies, and all other applicable University policies, protocols, and procedures.

### **II. Purpose**

The Committee is created for the purpose proposing a University Policy on COVID-19 Vaccination, as well as any University procedures as needed to support its implementation, which will replace the current Interim Policy on COVID-19 vaccinations. This Policy will provide any COVID-19 vaccination requirements for faculty, staff, and students in order to work, study, or participate in campus activities, as well as identify who is responsible for monitoring and enforcing compliance with those requirements. This Committee is also created for the purpose of assessing and making a recommendation as to whether the University should institute other vaccination requirements.

### **III. Background**

Throughout the pandemic the University has taken measures to help keep our communities safe and healthy. These decisions have been, and continue to be, based on data and science, informed by the guidance of our medical and public health officials. The measures we implemented have included the use of face coverings, social distancing, good hand hygiene, as well as contact tracing, and the use of isolation and quarantines. This fall we mandated compliance with a virus control program that imposed requirements on an individual based on that individual's vaccination status. Most notably, unvaccinated individuals were subject to weekly mandatory virus testing. While this program was effective in containing the transmission of the coronavirus, its implementation is a strain on our resources and the program is not sustainable in the long-term.

In recognition of the fact that vaccines have proven to be the safest and most effective form of protection against COVID-19, the University recently established an Interim Policy that requires all University Members to be fully vaccinated. This Interim Policy was enacted in time to allow people to plan for the upcoming Spring Term. In order to establish a long-term or permanent

solution, this Committee is established to recommend a Policy that is informed by a comprehensive review through our administrative and shared governance processes.

#### **IV. Scope and Authority**

The Committee will recommend a University Policy on COVID-19 Vaccinations, and supporting University procedures as needed, which will replace the Interim Policy on COVID-19 Vaccinations found at [Policy CS 29](#). In doing so, the Committee's deliberations must address the following topics:

- Requirements. Examine the current Interim Policy on COVID-19 Vaccinations, as well as other COVID-related policies at peer institutions, and recommend rules that are most consistent with the University's mission and the desire to keep our communities healthy and safe.
- Scope. Examine the applicability of requirements under the current Policy, such as who the requirements apply to and where they apply, and determine if any changes are recommended.
- Exemptions. Review the exemptions allowed for in the current Policy and consider whether any additional exemptions should be added or clarification provided.
- Authority and Responsibility. Review which units within the University have been assigned responsibilities in the current Policy and assess whether any revisions may be necessary.
- Compliance. Evaluate how compliance is monitored under the current Policy and determine whether any changes are recommended.
- Enforcement. Examine procedures in place for addressing non-compliance under the current Policy, including those governing disciplinary action, and determine whether any changes may be needed to improve how those procedures interact or whether there are any gaps in enforcement.
- Clarity. Consider users of the Policy and the use of terms so that the Policy and supporting documents are clear and concise to them;
- Adaptability. Consider what language would be necessary to ensure the Policy remains flexible and can accommodate changes in our understanding of the coronavirus.
- Other Vaccines. Discuss whether the University should institute other vaccine requirements in addition to COVID-19 and how a new COVID-19 requirement policy should be reconciled with the current [Student Immunization Policy](#), AC 61.

#### **V. Responsibilities**

As provided above, the Committee is created to propose a University Policy on COVID-19 Vaccinations. To perform this function, the Committee has the responsibility to:

- Review the current Interim Policy on COVID-19 Vaccinations;

- Discuss best practices in higher education related to managing the COVID-19 pandemic, including benchmarking peer universities;
- Examine other authorities with COVID-19 requirements that may govern portions of our communities;
- Assess whether the current Policy is consistent with Federal requirements, including the [Executive Order on Requiring Coronavirus Disease 2019 Vaccination for Federal Employees](#);
- Consistent with the terms of this Charter, discuss proposed requirements and responsibilities with interested stakeholders in the University community;
- Provide a recommendation as to whether other vaccination requirements are necessary;
- Recommend a draft Policy for review pursuant to the process described in Section VIII below and consider feedback received during that review; and
- Recommend draft procedures, if needed, for the effective and efficient implementation of the proposed Policy.

It is expected that the Committee will work in confidence in order to have a full and frank discussion of all options. Individual members should maintain the deliberations of the committee confidential and are expected to not discuss the content of the Committee's deliberations outside of the Committee, unless authorized to do so by the Committee. The broader community will have an opportunity to consider the Committee's proposals pursuant to the process described in Section VIII below.

## **VI. Composition**

This Committee will be chaired by **Thomas Hitter**, Assistant Vice Chancellor for Policy Development and Management/Chair, Resilience Steering Committee. The Committee will include the following members:

1. **Robin Kear**, President, University Senate
2. **Linda Tashbook**, Chair, University Senate, Benefits and Welfare Committee; Adjunct Professor of Law, School of Law
3. **Lisa Parker**, Director, Center for Bioethics & Health Law
4. **Jay Huguley**, Associate Dean for Diversity, Equity, and Inclusion, School of Social Work; Associate Professor
5. **Melissa McGivney**, Deputy Director of the CMRO; Associate Dean for Community Partnerships, School of Pharmacy
6. **Laura Winters**, Deputy Chief of Staff, Office of the Provost
7. **Rebecca Roadman**, Chief of Staff, Business & Operations
8. **Harshitha Ramanan**, President, Student Government Board
9. **Morgan Pierce**, President, Graduate and Professional Student Government
10. **Angela Coldren**, President, Staff Council
11. **Chris Stumpf**, Vice President, Student Affairs,
12. **Carla Panzella**, Dean of Students

**Eric Crossman**, Associate General Counsel will support the Committee on behalf of the Office of University Counsel.

**Brittany Conner**, Policy Specialist, will facilitate and support the Committee on behalf of the Office of Policy Development and Management.

## **VII. Operations**

The Committee will meet every other week or more frequently as circumstances dictate, until the work set forth above is complete. The Committee's proposed University Policy on COVID-19 Vaccination, which will replace the Interim Policy, will be submitted to the Senior Vice Chancellor and Chief Legal Officer/Executive Sponsor, Resilience Steering Committee no later than Spring 2022. The Senior Vice Chancellor and Chief Legal Officer/Executive Sponsor, Resilience Steering Committee may ask for interim status reports.

After the Senior Vice Chancellor and Chief Legal Officer/Executive Sponsor, Resilience Steering Committee's review is complete, the draft Policy will be submitted to the Policy Office to coordinate its review consistent with Policy AO 01.

## **VIII. Policy Review Process**

The review process for the Committee's recommended Policy will include:

- University comment period;
- University Senate's Benefits and Welfare and Faculty Affairs Committees;
- Council of Deans
- Faculty Assembly;
- University Senate Council; and
- Administration Leadership.

The Committee will coordinate with the Policy Office to consider feedback provided throughout this process. Once this review process is complete, the proposed Policy will be sent to the Policy Office for review and submission to the Chancellor in accordance with Policy AO 01.

## **IX. Amendment**

Any amendments to this Charter must be made in accordance with Policy AO 01 and receive the approval of the Chancellor or designee.

This Committee shall expire on the publication of a new University Policy, unless otherwise directed by the Chancellor.