

August 20, 2020

To: UC Santa Cruz Faculty, Staff, and Graduate Students

From: Scott Brandt, Vice Chancellor, Research

Subject: Mandatory research cessation and information about securing research materials

Dear Faculty and Researchers,

Earlier today you received [an email from me](#) recommending that non-essential on-campus research operations temporarily cease due to the smoke and potential fire hazard. The situation has worsened and although the evacuation zone still does not include any campus space, it now extends to the entire region west of the Coastal Science Campus, Westside Research Park, and the residential campus and far to the North and an evacuation order for the campus could come at any time. Consequently, and at the direction of the CPEVC, I am now directing that all non-essential research operations at all Santa Cruz locations cease immediately. Please shut down all equipment as you would normally do for winter curtailment, secure chemicals in fire-safe storage, and secure lab notebooks and other irreplaceable items if possible.

As there is a risk that the fire may spread to the campus and there will be too little time to secure our research materials in the event of an evacuation, we have rapidly pulled together arrangements to move essential research materials off campus for a period of time, as follows:

1. Securing essential research materials (reagents, cell lines, chemicals) in need of cold storage

Due to the logistical challenges and safety precautions necessary, our freezers must shelter in place. We have obtained freezer (-80° C, -20° C) and refrigerator (4° C) space at UCSF and Stanford to secure irreplaceable or difficult to replace reagents, cell lines, chemicals, etc. that need to be preserved. Please carefully consider what materials in your refrigerators, freezers and liquid nitrogen tanks are essential to move. Space is quite limited, so we would like everybody to focus on only the most critical items and restrict to 3 boxes no bigger than 5.25 x 5.25 x 2 in for -80° C space, 3 boxes no bigger than 5.25 x 5.25 x 2 in for -20° C space and 3 boxes no bigger than 10 x 10 x 6 in for 4° C space. *Please utilize the minimum space absolutely required.*

Each box must be labeled with:

1. UC Santa Cruz
2. Lab name and contact info (contact name, email address, phone number)
3. Date
4. Description of contents

We also need a list of contents prepared and e-mailed to jomacmil@ucsc.edu.

Anything that is a major chemical hazard or biological hazard that requires special transport cannot be included as part of these materials.

Boxes will be collected on the Westside Research Park loading dock between 2:30 and 4:30 PM today.

(If anybody has extra coolers or large dry ice containers that they can loan for the move, please bring them along.)

2. Securing essential research materials that do not need cold storage (reagents, artwork, rare and valuable books, etc.)

In most cases, the current locations of these items are safe, with comprehensive fire suppression systems in the buildings. Careful consideration should therefore be given as to whether any research materials should be moved to what could prove to be a less secure location. Any items identified for relocation must be moved by the owners to the Westside Research Park. Please place all items in a secure container and label with the following:

1. UC Santa Cruz
2. Lab name and contact info (contact name, email address, phone number)
3. Date
4. Description of contents

We also need a list of contents prepared and e-mailed to jomacmil@ucsc.edu.

Anything that is a major chemical hazard or biological hazard that requires special transport cannot be included as part of these materials.

Boxes will be collected on the Westside Research Park loading dock between 2:30 and 4:30 PM today.

3. Securing essential digital data

PIs should assume that all campus systems may become inoperable during an evacuation. PIs are encouraged to back up critical data to offsite locations.

4. Securing living research materials (mice, etc.)

We are unable to coordinate a campuswide response on short notice. Anyone whose research depends upon live research materials should work directly with colleagues on other campuses to make arrangements to preserve your research. Please be aware of and respect the requirements on transporting animals and any hazardous materials. Despite the circumstances, no exceptions can be made to the usual rules and regulations for handling these materials.

Questions about any of this may be directed to Assoc. VCR John MacMillan (jomacmil@ucsc.edu), 619-517-1454.