

FROM THE OFFICE OF THE PROVOST



Dear Kent State University Faculty,

On Sept. 30, the two bargaining units of the Kent State Chapter of the American Association of University Professors (AAUP-KSU) and the university signed memorandums of understanding (MOUs) through which faculty agreed to comply with the university's vaccine requirement. The MOUs apply to all [tenured and tenure-track](#) and [full-time non-tenure-track](#) faculty regardless of teaching methodology.

We are grateful for your cooperation in helping to keep our community safe and healthy as we continue to fight the COVID-19 virus.

Deadline for Compliance

According to the terms of the MOUs, all faculty, by Nov. 1, were required to have either [gotten vaccinated](#) and [submitted evidence of their vaccination](#) or [requested an exemption](#) and begun the required testing protocol.

We remind you that per the terms of the MOUs, any faculty members who have not certified their vaccination through the university process or completed an exemption form will receive an email requesting an informal resolution meeting to discuss why they have not complied and to determine whether they will comply with the requirement.

Faculty who are issued this email will have to either take steps to receive at least the initial dose of a COVID-19 vaccine by Nov. 12 or submit an exemption form by Nov. 5. At the conclusion of the informal meeting, the faculty member shall sign a document acknowledging that they have read, understand and will comply with the testing protocol. Any faculty member who refuses to sign the document may be subject to progressive discipline in accordance with the applicable collective bargaining agreement (CBA) with the university.

Faculty who have submitted proof of their vaccination are not subject to testing.

Testing Compliance

Faculty members who have opted for the exemption/testing route to compliance are now required to be tested for COVID-19 weekly. On the Kent Campus, testing takes place at one of the [Visit Healthcare locations across campus](#). For those on Regional Campuses, [BinaxNOW at-home testing kits must be picked up and submitted weekly](#). All testing is at no cost to faculty members.

Any faculty member who misses a required testing appointment shall be notified by email and asked to immediately reschedule for testing. Any faculty member who misses two consecutive testing appointments will be in violation of the testing protocol and shall be sent an email that requests an informal resolution meeting as described in Article VIII of the applicable CBA. The email shall be copied to the association.

At the conclusion of the informal meeting, the faculty member shall sign a document acknowledging that they have read, understand and will comply with the testing protocol. This document will also notify the faculty member that their failure to comply with the testing schedule may lead to progressive discipline. Any faculty member who refuses to sign the document may be subject to progressive discipline in accordance with Article VIII of the applicable CBA.

Any faculty member not in compliance with the vaccine or exemption/testing requirement by Dec. 20, 2021, may face formal sanctions up to and including suspension or termination in accordance with Article VIII of the applicable CBA.

Get Vaccinated

We remind you that [vaccines are readily available](#) weekdays on the Kent Campus at the DeWeese Health Center and at [numerous other locations throughout Northeast Ohio](#). Getting vaccinated is one of the best ways to show how **Flashes Take Care of Flashes**.

How to Submit Evidence of Vaccination

Faculty may submit proof of vaccination [here](#). By clicking this link, you will be taken to our Employee Vaccination Registration webpage. On this page, you will see a blue block button labeled "Submit Your Vaccination Record." When you click on this button, you will be taken to an important university survey. Please take this survey.

At the end of the survey, you will be automatically directed to the site for Med+Proctor, the medical records company that collects and verifies this data for the university. There is no cost

to use Med+Proctor. *The company will offer you the chance to purchase a lifetime subscription for \$10. You do not have to purchase this – simply click where it says, “**No thank you, I do not want to access my document later.**”*

If you are having trouble registering with Med+Proctor, you will find a yellow block button [on this page](#) labeled “Step-by-Step Instructions For Reporting Your Vaccination” where you will find detailed instructions on how to register with Med+Proctor.

Within the Kent State community, only University Health Services has access to the data submitted to Med+Proctor.

Need Help?

If you have questions about the new vaccine requirement or how it is being implemented, please contact Kevin West, J.D., at kwest12@kent.edu or 330-672-8087, or AAUP-KSU at office@aaupksu.org or 330-673-9118.

For questions about how to register a vaccination, email vaccine@kent.edu or call 330-672-8227.

Sincerely,

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