This document supplements the guidance and requirements that are kept current on the UT Austin Vice President for Research Research Restart web page.

Who must apply using the Research Level 3 (RL3) Cohort Survey?
Every PI who wants to continue lab-based research that was initiated under Research Level 3 on June 1, 2020. Even if you had an approved restart plan, you must submit this new survey. If you do not submit the survey, the lab-based researchers approved for work after June 1 will not be approved to enter the buildings. Their building-access privileges will be withdrawn. Also, the additional lab-based researchers you want to bring back will not be approved to enter the buildings.

When can my group begin to operate under the RL3 Cohort Schedule?
The RL3 Cohort schedules will begin on July 27, 2020, at 6:00 AM. Your researchers in Cohort A may begin at that time provided you have received formal approval from John Ekerdt.

Is there a deadline to complete the online survey?
While there is no deadline, completing this survey by July 21 is highly recommended. The first authorized user list will be sent on July 22 and another list will be sent on July 24. It takes time to review and approve the requests and you want your researchers on the list sent on July 22 to be sure they have building access privileges with the card readers restored by July 27. We will continue to review surveys submitted after July 27.

How are cohorts defined for Cockrell School buildings and research labs?
On June 1, faculty and PIs were allowed to bring back ~1/3rd of their researchers to engage in lab-based research. The new RL3 cohort approach allows the remaining 2/3rd of lab-based researchers to come back provided the workforce density on campus remains essentially the same as the June 1 restart plan. Colleges and schools may adjust percentages for individual PIs in order to balance workforce density across the entire college/school portfolio. We evaluated the percentage of the total research headcount in the Cockrell School that is engaged in desk-based research; this percentage is approximately 40%. This allows the Cockrell School to meet the 1/3rd workforce density across its campus buildings with two cohorts, Cohort A and Cohort B. Each PI should arrange to place approximately half of his/her lab-based researchers in Cohort A and the remaining half in Cohort B. In effect, you will be splitting your lab-based researchers into two equally-sized groups.

What if my labs are not in a building controlled by CSE, such as NHB or AHG?
You will need to check with the ADR of the college or school that administers the building to determine if you need to adopt a three-cohort model for your lab-based research group. If you must follow the three-cohort model, you will be required to split your lab-based researchers into three equally-sized groups.
Can I see the questions before starting the survey so that I can prepare?
See below.

1. PI Contact info
   a. Name
   b. UT EID
   c. Cell phone number
d. Email address
e. Job Title
   f. Department / Division / Unit affiliation

2. Research Space / Laboratory You Control
   a. Building Name / Abbreviation
   b. Room Number(s)

3. Will you and your entire research group be using the Texas Project Together app that includes the daily
digital pass and records signing into and out of laboratories (Y/N)?
   a. If N open a dialog box (Limit of 1000 characters with spaces). Since you are not using the app,
describe the sign-in and sign-out protocol you will use to monitor the access and hours of access
   for each researcher.

4. Describe how you will limit and manage density / number of researchers working in your labs at any given
time that conforms to the restrictions under Research Level 3. (Limit of 1000 characters, with spaces).

5. Will you need to increase your research activities in the Animal Resource Center (Y/N)?

6. Total headcount of experimental research personnel reporting to/supervised by/working with PI. Include
   office-based and lab-based in this number. Exclude office/admin personnel or other non-research
   personnel. (use Arabic numerals)

7. Headcount of lab-based experimental research personnel to work in PI’s research space during this phase of
   reopening. (Use an Arabic numeral)

8. Number of lab-based experimental research personnel in Cohort A. (Use an Arabic numeral)

9. Number of lab-based experimental research personnel in Cohort B. (Use an Arabic numeral)

10. Number of lab-based experimental research personnel in Cohort C. (Use an Arabic numeral)

11. Contact info for each researcher (i.e., each of the PI’s personnel) requested for Research Level 3 cohorts:
    a. Name
    b. UT EID
c. Cell phone number
d. Email address
e. Assigned to Cohort (A/B/C)
f. Job Title
g. Department / Division / Unit affiliation
   h. Buildings and Room numbers where this researcher will work
   i. Certify that you have discussed listing this researcher on this form and that they have opted-in to
   return to the laboratory (Y/N)
j. Is this individual in a high-risk group by virtue of needing to work in close quarters, such as in
   pairs, to perform their research or aspects of their research and thereby cannot socially distance
   while in the laboratory. (Y/N)
How can I amend my survey or fix errors made upon data entry?
If you make errors during data entry, and before you hit the complete/done button, you can use the back arrows and forward arrows to make any changes. If you have submitted the survey and need to make changes because your survey was not approved, you will be sent a unique link to your survey and will be required to make the necessary changes. Note: if you need to change around cohort members, you will need to first send an email to John Ekerdt with your request and, if allowed, you will be sent a unique link to your survey so you can change it.

How do I decide on the cohorts for my group?
As a general rule, you should have at least two researchers in a cohort in your one lab or distributed among your labs. Therefore, research groups with three or fewer members should consider only one cohort. You should look at the shift times for your building (see below) and consider the nature of the research, and then you should optimize synergism and time needed in the laboratory among your researchers. Please strive to have evenly divided cohort numbers. If there is a significant imbalance in your cohort numbers, you may be required to rebalance the numbers in order to help us manage the total workforce density across the engineering buildings.

What shift models have been adopted for my primary research building?
The following times are going into effect on July 27, but please be aware that these times may change in the future. Any changes will be building-wide and decided upon by the occupants. Please be sure to check with your building manager, department chair or center director throughout the coming weeks and months to make sure you have the most updated information. Note: all Cockrell School of Engineering buildings are on an A/B cohort model.

<table>
<thead>
<tr>
<th>Building</th>
<th>Shift 1 – Cohort A</th>
<th>Shift 2 – Cohort B</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARS, AS1, AS2, AS4</td>
<td>6:00 am – 2:00 pm</td>
<td>3:00 pm – 10:00 pm</td>
</tr>
<tr>
<td>ASE</td>
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<td>3:00 pm – 10:00 pm</td>
</tr>
<tr>
<td>BME</td>
<td>6:00 am – 2:00 pm</td>
<td>3:00 pm – 10:00 pm</td>
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<td>CPE</td>
<td>6:00 am – 1:30 pm</td>
<td>2:30 pm – 10:00 pm</td>
</tr>
<tr>
<td>CMR (PRC 18B)</td>
<td>6:00 am – 2:00 pm</td>
<td>3:00 pm – 10:00 pm</td>
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<tr>
<td>CWE (PRC120)</td>
<td>6:00 am – 1:30 pm</td>
<td>2:30 pm – 10:00 pm</td>
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<tr>
<td>ECB</td>
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<td>Same as MER</td>
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<tr>
<td>ECJ</td>
<td>6:00 am – 1:00 pm</td>
<td>2:00 pm – 10:00 pm</td>
</tr>
<tr>
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<td>6:00 am – 1:30 pm</td>
<td>2:30 pm – 10:00 pm</td>
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<tr>
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<td>6:00 am – 4:00 pm</td>
<td>5:00 pm – 10:00 pm</td>
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<td>5:30 pm – 10:00 pm</td>
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<tr>
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<td>1:00 pm – 10:00 pm</td>
</tr>
<tr>
<td>NETL</td>
<td>6:00 am – 4:00 pm</td>
<td>5:00 pm – 10:00 pm</td>
</tr>
</tbody>
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