

**Archer Center COVID-19 Safety  
Academic & Program Operations Plan  
Summer 2022  
(Updated 05.17.22)**

*The Archer Center provides programming for The University of Texas System and its 13 academic and health institutions in Washington, D.C. The Archer Center is a department of The University of Texas at Dallas and is licensed to provide education in Washington, D.C. For this reason, the Archer Center is required to abide by regulations established by the District of Columbia government and the [D.C. Higher Education Licensure Commission \(HELC\)](#), as well as the state of Texas, including Texas Governor Greg Abbott's executive order ([GA-38](#)). The Archer Center faculty, staff, and our students adhere to applicable laws and orders.*

The Archer Center is prepared for the **Summer 2022 Archer Fellows** to be in residence in Washington, D.C., from **May 23-August 6, 2022**. This plan outlines the Archer Center's plans to minimize risk while allowing for full capacity, in-person learning. This plan is subject to change based on changing conditions of the COVID-19 virus and applicable governmental orders and/or public health guidance.

The health and safety of the Archer Fellows and members of the Archer Center staff and teaching faculty remain a top priority for the Archer Center. The policies in this document are developed in response to guidance issued by The University of Texas at Dallas, The University of Texas System, the D.C. Higher Education Licensure Commission, and the Office of the D.C. Mayor. This plan has been reviewed and approved by the UT System Office of Risk Management, UT System's Chief Medical Officer, the UT Dallas Provost, the UT Dallas University Attorney's Office, the UT Dallas Dean of Student's Office, and the UT Dallas Office of Emergency Management and Continuity Planning.

The current D.C. Health [guidelines](#) encourage educational facilities to continue with cleaning and hygiene protocols, social distancing, daily health screens for persons entering the building, and mask-wearing in order to prevent the spread of COVID-19.

[Updated information](#) about COVID-19 conditions and relevant government responses in the District of Columbia are available at <https://coronavirus.dc.gov/>.

### **Vaccination**

In compliance with Texas Governor Greg Abbott's executive order ([GA-38](#)), the Archer Center strongly encourages, but does not require, all Fellows to [get a COVID-19 vaccine](#).

#### *Proof of Vaccination*

Fellows should be aware that although the Archer Center will not require proof of vaccination to enter the Center, Fellows may be required to provide such proof in order to participate in events at [private venues that are permitted to obtain proof of vaccination](#).

#### *Vaccine Access*

In D.C., free COVID-19 vaccines are available at numerous location (see <https://coronavirus.dc.gov/page/get-vaccinated>).

### *WIHN Housing*

WIHN is a private business that provides housing in D.C. to students, including Archer Fellows. Students (tenants) acknowledge and agree to WIHN's policies by signing individual housing agreements.

### *WIHN Housing Policies: Vaccination/Testing/Quarantine Space <sup>i</sup>*

- UNVACCINATED tenants
  - Must provide evidence of a negative COVID test result received within 1-3 days prior to arrival in order to be admitted to reside in any WIHN residential housing facility.
- FULLY VACCINATED tenants
  - Must produce their vaccination card issued by the proper authority prior to being admitted to any WIHN residential housing facility. "Fully vaccinated" is defined as 2 weeks after the second dose of a 2-dose series, or after one dose of a single-dose vaccine.
  - If the student is fully vaccinated and traveling from a domestic location to D.C. there are no quarantine or other restrictions.
- If the student is traveling from overseas, that student will need to obtain a negative COVID-19 test no more than 5 days from boarding their flight and present those test results to WIHN upon arrival.
- For Summer 2022, WIHN's student quarantine accommodations will be located at WIHN's Aria facility. WIHN can accommodate up to two students simultaneously quarantining. Any additional students who require quarantine space will be accommodated at the Capitol Hill Hotel through WIHN.

### **Masks**

As of May 9, 2022, there are no government requirements that require individuals to wear masks while indoors in D.C.

### *Archer Center*

Individuals are encouraged to wear masks while indoors at the Archer Center.

### *WIHN Housing at Senate Square <sup>ii</sup>*

WIHN **requires** mask usage in common areas (defined as any area outside the unit's front door) for all residents (vaccinated and unvaccinated) in all of WIHN's luxury condominiums and apartment building properties. WIHN will deduct from the security deposit of any resident who is found in common areas without their mask covering. Repeated offenses can result in enforcement action by WIHN, up to and including removal from WIHN properties.

### *Public Transportation*

Masks are optional for persons who use public transportation (see <https://www.wmata.com/service/covid19/>).<sup>1</sup>

### *Other Establishments in D.C.*

[D.C. Mayor's Order 2021-097](#) and [D.C. Mayor's Order 2021-147](#) grant authority to private establishments to require masks outdoors and proof of vaccination in order to enter their facilities.

## **OVERVIEW**

### **1. Academic classes will be offered in person.**

- a. In alignment with UT Dallas, in-person classes at the Archer Center will be taught by

instructors who meet in person at the Archer Center or at other locations as the classes may warrant (e.g. field meetings at museums, monuments, other office locations in DC).

- b. Archer Fellows who are not residing in D.C. or who are unable to attend class in person due to health concerns will have the option to join their class meeting virtually. This virtual option is not available to students who do not meet this criterion.
- c. As COVID-19 conditions in D.C. evolve, the Archer Center, in consultation with UT Dallas, may modify the course modality.
- d. Classes begin **May 30, 2022, and end August 2, 2022**. Archer Fellows who elect to live in WIHN housing will have the option to remain in their D.C. housing until **August 6, 2022**. Students are aware that there is a chance that they may be required to depart D.C. if COVID-19 conditions pose increased threats to their health and safety.

## 2. Personnel

### a. Faculty

- i. Professors and lecturers will be available to meet with students virtually or in person during office hours or by appointment, provided that the individual meets all of the following conditions:
  - 1. is not displaying any symptoms related to COVID-19,
  - 2. has not tested positive for COVID-19 in the last 10 days,
  - 3. is not presumed to be COVID-19 positive while they are awaiting results of a COVID-19 test, or per CDC guidelines ([COVID-19 Quarantine and Isolation | CDC](#)) requires quarantine following an exposure to someone who has tested positive for COVID-19; and
  - 4. follows all University and CDC guidelines for COVID-19 safety.

### b. Staff

- i. Archer Center staff will be present at the Archer Center on days when the Fellows are scheduled to meet for class or program events provided that the individual meets all of the following conditions:
  - 1. is not displaying any symptoms related to COVID-19,
  - 2. has not tested positive for COVID-19 in the last 10 days,
  - 3. is not presumed to be COVID-19 positive while they are awaiting results of a COVID-19 test, or per CDC guidelines ([COVID-19 Quarantine and Isolation | CDC](#)) requires quarantine following an exposure to someone who has tested positive for COVID-19; and
  - 4. follows all University and CDC guidelines for COVID-19 safety.
- ii. Archer Center staff will continue to have the option to telework during the remainder of the work week and to revise their workday to compensate for the late evening or weekend work obligations.

## 3. COVID-19 Testing

- a. **COVID Testing Centers in D.C.:** The District of Columbia COVID Centers provide individuals with access to vaccinations, boosters, and take-home rapid antigen tests as well as walk-up testing for a self-administered PCR test. [Find a COVID Center Near You](#)

- b. **Pre-arrival COVID-19 testing:** Students who plan to reside in WIHN housing should be aware that [WIHN is requiring all residents](#) “to present either proof of full vaccination or negative COVID test results from no less than 5 days prior to arrival.”
- c. **Close contacts with persons who have COVID-19:** Any person who has close contact with a person(s) who has tested for or is symptomatic of COVID-19 within the past 10 days should **delay** travel to D.C. until they have obtained a negative COVID-19 test (see [CDC Travel Guidelines](#)). This does not apply if the individual is fully vaccinated. See [“Guidance for Close Contacts of a Person Confirmed to Have COVID-19: Quarantine and Testing.”](#)
- d. **Self-monitor for symptoms of COVID-19:** Students should self-monitor for symptoms of COVID-19. If symptoms develop, the individual must isolate and get a COVID-19 test. If the test returns negative, the individual may continue with planned activities. If the test is positive, the individual must isolate in accordance with [CDC guidelines](#) and until improvement of symptoms. See [“Guidance for Isolation: People who Test Positive for COVID -19 and Their Household Members.”](#)
  - i. **Note:** It is recommended that Archer Fellows wear face masks/face coverings in their apartments during any quarantine period to reduce the possible transmission of COVID-19 to members of their apartment.
- e. **Reporting positive test results:** Students are encouraged to use the UTD COVID-19 self-report form, which is available in [English](#) and [Spanish](#) to report any positive test results. UTD does not require individuals who test positive for COVID-19 to report symptoms and/or close contacts.
- f. **Supplies & Provisions:** The Archer Center will provide each apartment with cleaning supplies and some basic household paper goods at the beginning of the semester. These items will be delivered to the apartments prior to the students’ arrival in D.C. Students are responsible for regularly cleaning/disinfecting their living spaces during their residency and are responsible for obtaining any subsequent cleaning supplies.

#### 4. Vaccine

- a. The COVID-19 vaccine is available to D.C. residents at numerous sites. [Review information](#) about locations and procedures for obtaining a vaccine.
- b. In compliance with Texas Governor Greg Abbott’s executive order (GA-38), the Archer Center strongly encourages, but does not require, all Fellows to get a COVID-19 vaccine.
- c. A person is considered **“fully vaccinated”** two weeks after receiving their second dose of a two-dose COVID vaccine, or two weeks after the single-dose Johnson and Johnson vaccine. This guidance applies to COVID-19 vaccines that have been approved and those currently authorized for emergency use by the U.S. Food and Drug Administration: Pfizer-BioNTech, Moderna, and Johnson & Johnson (J&J)/Janssen COVID-19 vaccines. This guidance can also be applied to COVID-19 vaccines that have been listed for emergency use by the World Health Organization (e.g. AstraZeneca/Oxford). We encourage all individuals to stay up-to date on their COVID vaccines and obtain a booster as indicated.
- d. Students, staff, and faculty may be restricted from accessing the Archer Center or participating in in-person events if they exhibit symptoms of COVID-19 or are awaiting test results to confirm an exposure to COVID-19.

- e. The protocols described in this document will continue through this semester even though a vaccine is available.

## 5. Preventive Measures

- a. **Hygiene:** The Archer Center supports [healthy hygiene](#) behaviors by providing adequate supplies, including soap, hand sanitizer containing at least 60 percent alcohol, paper towels, tissues, disinfectant wipes, cloth face coverings (as feasible), and no-touch trash cans in the classroom and offices at the Archer Center.
- b. **Messaging:**
  - 1. [Signs](#) are posted in highly visible locations at the Archer Center and in Archer Fellow apartments that [promote everyday protective measures](#) and describe how to [stop the spread](#) of germs by [properly washing hands](#) and [properly wearing a cloth face covering](#).
  - 2. The Archer Center has posted links to the Archer Center’s COVID-19 Academic and Program Operations Plan in addition to links to required messages from UT Dallas about behaviors that prevent spread of COVID-19.
- c. **Face Masks/Coverings**
  - 1. **Face masks/coverings are *encouraged*** while inside the UT System Washington Office and Archer Center. Disposable face coverings will be available on request at the Archer Center if an individual does not have an adequate face covering.
  - 2. Students, especially unvaccinated persons, are encouraged to use CDC-recommended [face coverings](#) when going outside their apartment. Such face coverings are **most** essential in times when physical distancing is difficult. Students are advised to know how to [properly use, remove, and wash cloth face coverings](#).
- d. **Hand Washing:** Foot-pedal activated hand sanitizing dispensers are at the entrance to the office. Individuals entering the suite will be advised to sanitize their hands. In addition, individuals should wash their hands with soap and water in the bathrooms or in the sink located in the student lounge. Signs encouraging hand washing are also posted near this sink.
- e. **Sanitize Desk Area:** The Archer Center will provide sanitizing wipes or disinfectant solution and paper towels so that each student is able to properly wipe down their desk area before and after their use. We will also require students to wipe down any other surfaces that they touch while in the lounge or offices.
- f. **Regular Office Cleaning:** The Archer Center at The University of Texas System Washington Office is cleaned nightly. Deep cleaning will be conducted prior to the beginning of the semester and as needed after the presence of any individual suspected of or known to be infected with COVID-19. This cleaning protocol is in line with similar practices at UT System and UT System campuses.

## 6. Student Housing

- a. **WIHN Housing in D.C.:** Students in WIHN housing in D.C. will be assigned to live in apartment “Pods.” It is anticipated that there will be no more than two students sharing a single bedroom.

**b. Housing Agreements and Resources**

- i. Roommate Agreements:** Each apartment must submit a roommate agreement signed by each of the roommates. These agreements must be submitted to the Archer Center no later than **June 3, 2022**.

**c. Starter Kits with Supply of Cleaning Supplies will include:**

- i.** All-purpose disinfectant and paper towels for each bathroom and kitchen within the apartment.
- ii.** Toilet paper and toilet bowl cleanser for each toilet in the apartment.
- iii.** Hand soap and hand sanitizer for each sink in the apartment.

**d. Resource Manual:** The Archer Center will provide each apartment with a resource manual that includes information about nearby medical facilities, relevant housing rules, and the UT Dallas Student Code of Conduct.

**i. Guidelines for Apartment Cleaning Protocols (CDC recommendations)**

1. All roommates should follow CDC guidelines for "[Cleaning Your Home: Every Day and When Someone is Sick.](#)"

**7. Emergency Response Planning**

**a. COVID-19 Exposure and Action/Response**

The chart below describes the actions necessary if an Archer Fellow or Archer Center staff/faculty member is exposed to or tests positive for COVID-19. Such individuals must report their condition to Dr. Michelle Chin (Academic Director) and Valerie Hardy (Administrative Coordinator for the UT System Washington Office). This information will be kept confidential and will only be shared with those with a legitimate need to know at UT System, UT Dallas, WIHN housing in D.C., and/or building management for 1750 Pennsylvania Avenue NW, where the UT System Washington Office is located. In addition, any Archer Fellow or Archer Center staff/faculty who is exposed to or diagnosed with COVID-19 should also complete a self-report recommended by UT Dallas (click to report in [English](#) or [Spanish](#)). The Archer Center staff will check in daily with any student who is in designated WIHN quarantine space and will also work to ensure that the student has groceries during their quarantine period.

**b. Testing**

Individuals can obtain a COVID-19 test from their healthcare provider or at any of the [testing sites available](#) in D.C. Pick up/drop off PCR tests at any of the locations listed [here](#).

**c. Vaccines**

Vaccines/booster shots can be obtained at any of the [no-appointment-needed vaccination sites in D.C.](#)

**d. Contact Tracing**

Individuals may opt-in to register for [D.C. CAN, the D.C. COVID Alert Notice](#), which provides updates about an individual's exposure to others who have tested positive for COVID-19. The University of Texas at Dallas will no longer conduct contact tracing of students or faculty/staff.

**e. Notifications**

In the event that an Archer Fellow, staff, or faculty member has been exposed to a person during an Archer Center event or class who subsequently tests positive for

COVID-19, a notification of this exposure will be communicated to the individual(s) by Dr. Michelle Chin, academic director, as soon as the information has been verified. In order to ensure the privacy of an individual's health information, this notification will not contain personally identifiable information of the individual who has tested positive for COVID-19. Such notification is for the purpose of ensuring the health and safety of individuals who were exposed and may be at risk of contracting COVID-19. Every person who was in the Archer Center during that event or class period will be notified so that they can get tested and take necessary precautions.

An Archer Fellow	Housing	Academics	Internship
<b>Tests positive for COVID-19 or is presumed positive due to exhibiting COVID-19 like symptoms</b>	Immediately report to Dr. Michelle Chin and Valerie Hardy and complete the self-report recommended by UT Dallas for individuals exposed to or diagnosed with COVID-19 (click to report in <a href="#">English</a> or <a href="#">Spanish</a> ). Isolate at separate University-affiliated housing facility <a href="#">for the period of time recommended by the CDC</a> , until fever free for 24 hours without the use of fever reducing medications, and all symptoms are improving.	Access class online or make alternative arrangements with the instructors of record for the classes for which the student will be absent.	Work remotely as able. Follow internship site's COVID-19 work policies, and <a href="#">CDC guidance for quarantine/isolation</a> .
<b>Was exposed to someone who was diagnosed with COVID-19 or who is experiencing COVID-19 symptoms</b>	Immediately report to Dr. Michelle Chin and Valerie Hardy and complete the self-report recommended by UT Dallas for individuals exposed to or diagnosed with COVID-19 (click to report in <a href="#">English</a> or <a href="#">Spanish</a> ). Depending on the situation, the individual may quarantine in their apartment or at separate University-affiliated housing facility <a href="#">for the period of time recommended by the CDC</a> . Follow <a href="#">CDC guidance for quarantine/isolation</a> to determine when it is safe to interact with others.		
<b>Travels outside of D.C., VA or MD and returns to D.C.</b>	To ensure health and safety of a Fellow's apartment mates, Fellows who are not fully vaccinated for COVID-19 should self-monitor for symptoms after their return, and follow the COVID-19 testing protocol and quarantine outlined above in section 3 of this Archer Center COVID-19 Safety Academic & Program Operations Plan for Summer 2022.		
An Archer Center Staff/ Faculty	Access to Archer Center	Work Responsibilities (Program or academic tasks)	Student Interaction
<b>Tests positive for COVID-19 or is presumed positive due to exhibiting COVID-19 like symptoms</b>	Immediately report condition to Valerie Hardy and Dr. Michelle Chin and complete the self-report recommended by UT Dallas for individuals exposed to or diagnosed with COVID-19 (click to report in <a href="#">English</a> or <a href="#">Spanish</a> ). Do not come to the Archer Center. Follow <a href="#">CDC guidance for quarantine/isolation</a> . Seek medical care as necessary, especially if experiencing	Work remotely and follow <a href="#">CDC guidance for quarantine/isolation</a> to determine when to return to the Archer Center.	Maintain virtual contact (only) with students while following <a href="#">CDC guidance for</a>

<b>Was exposed to someone who tested positive for COVID-19 or who is experiencing COVID-19 symptoms</b>	symptoms.		<a href="#">quarantine/isolation.</a>
<b>Travels outside of D.C., VA, or MD and returns to D.C.</b>	Self-monitor for symptoms and seek medical care as necessary (especially if experiencing symptoms) and follow the COVID-19 testing protocol and quarantine outlined above in section 3 of this Archer Center COVID-19 Safety Academic & Program Operations Plan for Summer 2022. This does not apply to fully vaccinated persons.		

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<sup>i</sup> WIHN COVID-19 Policies were provided in an email dated 8/19/21 from Randy Delgado, WIHN Housing Coordinator, to Dr. Michelle Chin. Further guidance was provided in an email dated 12/16/21 from Jacob Chaney, Director, The WIHN, to Dr. Michelle Chin. The policies are also articulated in the contract that student sign with WIHN to obtain housing.

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