



Dear CSUSM Students, Faculty & Staff,

As we prepare for the start of fall semester, please take a moment to read the following directives, which require members of the CSUSM community when on campus to comply with COVID-19 mitigation measures, including physical distancing, health screening, isolation and quarantine and use of face-coverings and personal protective equipment. Your health and safety is our top priority as we aim to create a campus environment that is conducive for learning, teaching and working. If you have questions, contact information is listed below.

## COVID-19: Mitigation Measures and Guidelines

### I. DIRECTIVE

As part of its collective efforts to limit the spread of COVID-19 and the associated health and safety impacts, the University requires members of the campus community when on campus to comply with the mitigation measures set forth below, including but not limited to physical distancing, isolation and quarantine, and use of face coverings and personal protective equipment. Failure to adhere to these measures and guidelines when on campus poses a significant threat to the health and safety of the members of the campus community. In addition, the University strongly encourages members of the campus community who test positive for COVID-19 or have been exposed to someone who has been diagnosed or suspected to have COVID-19 to report this information to the University.

### II. SCOPE

**A.** Unless stated otherwise, this Directive applies to all members of the University community on San Marcos and Temecula campuses, including faculty, staff, students, volunteers, contractors, vendors and visitors, when engaged in University academic, business or co-curricular programs and activities, whether on or off-campus. University auxiliary organizations are responsible for applying similar practices to their respective programs and activities. Exemption requests for persons with a medical condition, mental health condition, or disability that prevents wearing a face covering, and for persons who are hearing impaired or communicating with persons who are hearing impaired, where the ability to see the mouth is essential for communication, can be requested through the offices noted below.

*Students Disability Support Services 760-750-4905 or [dss@csusm.edu](mailto:dss@csusm.edu)*

*University employees Human Resources (HR) 760-750-4418 or [hrbenefits@csusm.edu](mailto:hrbenefits@csusm.edu)*

*Auxiliary employees CSUSM Corporation HR 760-750-4700 or [hrcorp@csusm.edu](mailto:hrcorp@csusm.edu)*

*All others Safety, Health & Sustainability 760-750-4502 or [shs@csusm.edu](mailto:shs@csusm.edu)*

**B.** As state and/or local health guidelines change, this Directive will be modified to ensure compliance with those changes.

### III. DEFINITIONS

**A.** Face Covering: A face covering is a material that covers the nose and mouth. A face covering can be secured to the head with ties or straps or simply wrapped around the face. The covering does not have to be a medical-grade mask. It can be made of a variety of materials. It is designed to reduce the release of potentially infectious particles into the air when someone speaks, coughs, or sneezes.

**B.** Physical Distancing: Maintaining a distance of six feet away from another individual(s).

### IV. IMPLEMENTATION

#### A. Face Coverings.

All campus community members must wear face coverings in the following situations while on University property and/or when participating in any University-related activities:

- Inside of, or in line to enter, any indoor public or common space;
- Obtaining services from any campus department or office;
- Waiting for public transportation, private transportation, a ride-sharing vehicle or private car service;
- Engaging in work, whether on University property or off-site at a University-related activity; specifically when:
  - o Interacting in-person with another person who is not from their own household or residence;
  - o Working in any space where there is an expectation of interaction with a person who is not from their own household or residence, regardless of whether any such person is present at the time;
  - o While in or passing through public or common spaces on campus; such as common workspaces, classrooms, labs, common areas in student housing, hallways, stairways, elevators, and parking facilities;
- In any space where food is prepared, packaged, or sold;
- In any room or enclosed area where other people (except for members of the person's own household or residence) are present;
- When operating a vehicle on University business when passengers are present (more than one person in a vehicle is only permitted under special circumstances with approval of SH&S or IRM);
- While outdoors in public spaces where consistently maintaining a physical distance of six feet from persons who are not members of the same household or residence is not feasible.

Face coverings may be removed for a minimum time-frame for eating or drinking. Because facial coverings will be off while you are eating, it is recommended you maintain a minimum distance of 10 feet from others if possible while eating.

#### B. Physical Distancing.

All campus community members must physically distance while on University property and/or when participating in University-related activities. This includes avoiding large crowds and groups of people, especially where consistently maintaining a distance of six feet between people is not possible.

#### C. Isolation and Quarantine.

All campus community members must comply with any directive from a University or health official requiring them to isolate (if they test positive or are displaying COVID-like symptoms) and/or quarantine (if they are exposed to someone who has tested positive or is suspected to be infected).

#### D. Health Screenings.

Prior to arriving on any University property or participating in any University-related activity, campus community members must [conduct a daily personal health screening](#) and self-monitor for COVID-19-related symptoms such as fever, cough, shortness of breath, or other symptoms of respiratory illness. Those experiencing COVID-19 related symptoms should not come to campus. In addition, campus community members who develop COVID-19 related symptoms while on University property or participating in any University-related activity must leave campus or remove themselves from a University-related activity. Visit the [Centers for Disease Control website](#) for more information about COVID-19-related symptoms.

#### E. Case Reporting.

Any campus community member who tests positive for COVID-19 or becomes aware that they may have been in close contact with someone who either has tested positive for or is suspected to have COVID-19 is strongly encouraged to report the positive result or exposure using the [COVID-19 Case Reporting Form](#) (or one of the other methods for reporting outlined on that same web page). All information reported will be treated with as much confidentiality as possible.

#### F. Signage.

All campus community members while on University property and/or when participating in University-related activities must adhere to COVID-19 health and safety signage, including but not limited to entrance/exit routes in buildings, physical distance markers, required face coverings, and capacity limitations in building rooms, classrooms and library spaces.

#### G. Safety Guidelines.

Prior to arriving to University property or participating in any University-related activity, campus community members should review health and safety guidelines on the [CSUSM as One web site](#). Guidelines include but are not limited to online COVID prevention education for employees and students, safe work practices, and re-occupancy safety plan.

### V. ACCOUNTABILITY

Any faculty, staff, student or volunteer who fails to adhere to the mitigation measures noted above is in violation of this Directive and is subject to disciplinary action under University policies and/or applicable collective bargaining agreements.

A student who elects to not comply with this order may be asked to leave campus and referred to the Dean of Students Office for review per the Standards of Student Conduct.

If a contractor, vendor or visitor fails to comply, they may be barred from University-owned or leased property and have their business relationship with the University terminated.

Please note that it may be necessary to update the policy as new information regarding the best methods to contain the virus are received. For questions concerning this Directive, contact [Human Resources](#), the [Dean of Students Office](#), or [Safety, Health & Sustainability Services](#).

### VI. AUTHORITY

- California Department of Public Health. (2020). COVID-19 Industry Guidance: Institutions of Higher Education (August 7, 2020).
- California Department of Public Health. (2020). Guidance for the Use of Face Coverings (Revised June 29, 2020).
- California Code of Regulations, Title 5, Section 41301. Standards of Student Conduct California State University, Executive Order 1039 (November 17, 2008)
- San Diego County Department of Health and Human Services. (2020). Order of the Health Officer and Emergency Regulations. (August 22, 2020).
- Riverside County Department of Public Health. (2020). Colleges and Universities Toolkit. (August 24, 2020.)

Ellen Neufeldt, President

August 25, 2020

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