



## HR & Payroll Newsletter

August 19, 2020

### Welcoming Wellness

With the start of the next academic year quickly approaching, we can expect an increase in stress levels. Starting a new routine is never easy, and especially amidst a global pandemic, stress management is more crucial than ever before. Here are a few tips to get you in the groove of this new adjustment:

- **Get Enough Sleep**
  - Stick to a sleeping schedule to reset your body's internal clock
  - Shoot for eight hours a night
  - Turn off screens one hour before bed to help wind down
- **Eat Nutritious Foods**
  - Plan your meals ahead of time
  - Stock up on healthy snacks
- **Prioritize and Organize**
  - Make a to-do list each morning of everything you hope to achieve
  - Update your Outlook calendar to plan out your day
- **Take an Exercise Break**
  - Get up to stretch every hour
- **Manage your Mood**
  - Focus on what you can control
  - Resist perfectionism—learn from mistakes
  - Stay positive

### Open Enrollment Coming Soon....

Monday, 10/12/20 - Saturday, 10/31/20

*Be on the lookout for more information including self-enrollment!*

### Parking Reminder-Enforcement Begins Effective September 1<sup>st</sup>

If you are not parking on campus this fall, you do not need to take any action. As a reminder, California State San Marcos students enrolled in Fall semester are not eligible for staff parking.

If you wish to re-activate your parking pass click on this link (by no later than **Friday, 8/21** for an effective date of 9/1): [CSUSM Staff Parking Permit Activation](#). If you did not have a Parking Permit in place prior to everyone working remotely, and you wish to obtain a Staff Parking Permit in advance of the Fall semester, please email the shared HR Payroll email box ([hrcorp@csusm.edu](mailto:hrcorp@csusm.edu)) by no later than **Friday, 8/21**. Parking Services will send a follow up email to review the enrollment process.

### Additional Parking Options:

General Daily (Visitor) permits will continue to be available for purchase online or at a pay station for occasional visits, but keep in mind that it may be more cost effective to purchase a 1-month permit. For Fall 2020, CSUSM will offer a no-cost parking option. Lots X, Y, and Z will be available for free daily parking from 5 a.m. to 11:59 p.m.

If you have any questions, please contact [parking@csusm.edu](mailto:parking@csusm.edu).

### Free COVID-19 Testing Available

San Diego County is hosting **free** COVID-19 testing at CSUSM, located at the Viasat Engineering Pavilion. CSUSM students, faculty/staff and members of the public have access Mon.-Sun., from 8:30am-5:00pm, no appointment necessary. For more information, click on the link: [COVID-19 Testing](#)

### "CSUSM as One"

CSUSM has launched a ["CSUSM as One"](#) website which will provide updated information about the Fall 2020 semester and campus operations. Check it out!