



Dear CSUSM employees,

As the start of fall semester quickly approaches, so many of us are excited to welcome back students to in-person classes and experiences. Many employees have been on campus since the start of the pandemic or have more recently returned to campus. We are appreciative of all the care you are taking to follow safety protocols, including mask wearing and weekly testing for those who are unvaccinated or not yet fully vaccinated.

Thank you to all those staff, confidential staff and MPPs who have already returned to campus to prepare for the fall semester as well as to those continuing to prepare remotely. *We continue to welcome those staff who would like to voluntarily return to campus (please remember to communicate with your manager to indicate which date you will be returning).*

Today, we want to share more updates and information as they relate to our campus community.

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## Next Steps

As you may remember, the return-to-campus date for staff was scheduled for Aug. 2 and then delayed until Aug. 16. With the reopening of campus this fall, we will need to ensure that offices, departments and areas that provide face-to-face engagement and service for students, faculty, staff and the public are operational in person Monday through Friday, 8 a.m. to 5 p.m., to meet anticipated demand. Therefore, we will be implementing a phased approach to campus repopulation:

**Aug. 16:** All MPPs will return to campus full time if they have not already.

**Aug. 16-20:** All managers will finalize operational decisions related to which staff positions can remain remote and which will return to working in person or hybrid to meet immediate operational needs as we welcome our students back to campus. You will hear from your manager by Friday, Aug. 20 about the modality of your position as we open campus.

**Aug. 23-27:** Staff with on-campus or hybrid roles will begin reporting to campus.

*As operational needs change and adjust over the course of the semester, on-campus staffing needs may change. Managers will continue to communicate needs to staff regarding expectations for future on-campus work.*

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## CSU Vaccine Policy

CSU vaccination policy health officials continue to emphasize that the best way to protect ourselves, our families and our communities is to receive the vaccine. As you know, the CSU recently implemented a new policy that requires all students and employees (including auxiliary employees) to be fully vaccinated or request an approved exemption by Sept. 30 if they are accessing campus facilities. Fully vaccinated means that the person received, at least 14 days prior, either the second dose in a two-dose COVID-19 vaccine series or a single-dose COVID-19 vaccine.

To help streamline the process, all employees will self-certify through the same form as part of the [Vaccine Certification Program](#) (formerly VVP). Employees will have the option to:

- attest and submit proof of vaccination, or
- request a medical exemption and upload a physician's note, or
- request a religious exemption and attest to a sincerely held religious beliefs, or
- verify that employment status has been approved for 100% remote work for the fall semester (this will be confirmed with management and HR).

The Vaccine Certification Program can be accessed through the [CSUSM mobile app](#) (under the Covid Resources icon) or through the [CSUSM as One website](#).

Please note that employees with an approved exemption will be required to participate in the [weekly mandatory testing program](#).

Employees are required to submit their documentation or have an approved exemption by Sept. 30. Employees who are not fully vaccinated or are unvaccinated are required to begin [weekly mandatory testing](#) once they begin working on campus.

Employees who previously attested their vaccine status through the former Vaccine Verification Program (VVP) will need to re-attest and upload their immunization record. If an employee has already submitted their vaccination card, that information has been recorded and no further action is needed.

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## Health and Safety

The health and safety of our campus community is a priority, and we continue to follow all local, state and federal guidelines and protocols. Our [FAQ](#) has been updated with information about face coverings, cleaning protocols and indoor air quality measures. If you have a question that has not been addressed online, you are welcome to reach out to [csusmasone@csusm.edu](mailto:csusmasone@csusm.edu).

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## Thank You

Thank you for your ongoing patience and understanding. This fall will be another transitional time for our campus, and it's important that we offer patience and grace to each other as we adjust to new information, new changes, and new ways of working with one another.

If you have questions, you are welcome to reach out to the Office of Human Resources at [hr@csusm.edu](mailto:hr@csusm.edu) or [csusmasone@csusm.edu](mailto:csusmasone@csusm.edu). In addition, we will continue to share updates via email, through This Week at CSUSM, and on the [CSUSM as One website](#).

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