Launching of New Clear/Not Clear Reporting Tool

Dear faculty and Academic Affairs staff,

Thank you for your ongoing commitment to our students and each other.

A new health and safety tool has been newly launched on our campus, titled Clear/Not Clear reporting tool. This Clear/Not Clear reporting tool will help to ensure that a student is not caught off guard by their reported current status.

Here are some helpful reminders:

1. To find the class roster:
   - Go to my.csusm.edu
   - Click on "Faculty Self Service" on the opening dashboard
   - Select "Change Term" and choose "Spring 2022"
   - Click on "Class Roster" icon

2. The class roster will show either:
   - "Cleared" column with a green check mark to be in person
   - "Not Clear" column with a red x not to be in person

3. Students also can see their status reflected in their digital ID within the CSUSM mobile app.

4. The class roster will appear, and there is a "Cleared" column with a green check mark in each course.

5. The class roster will be reconciled over the weekend and is reflected on Monday as early as 7 a.m.

Faculty are encouraged to review their roster before class starts.

Mandatory testing data is reconciled over the weekend and reflected on Monday as early as 7 a.m. Faculty are encouraged to review their roster before class starts.

In-class student conduct issues will be managed using the CSUSM as One website.

If you have specific questions about classroom management and safety as well as additional information and resources, including how to access and utilize the new Clear/Not Clear reporting tool, please visit the following site:

https://one.csusm.edu

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Mary Oling-Sisay, Vice Provost
Carl Kemnitz, Provost and Vice President for Academic Affairs

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Frequently Asked Questions

How frequently is the Clear/Not Clear column in the class roster updated?

The Clear/Not Clear column is updated daily to help ensure that a student is not caught off guard by their reported current status.

How do I know if I have clear or not clear students in my course?

The class roster will show either: a "Cleared" column with a green check mark for students who are cleared to be in person or a red x for students who are not cleared to be in person.

What if I have other questions?

For general questions, please email CSUSM as One at CSUSMasOne@csusm.edu

Office of the Provost at questions about vaccine policy compliance or Clear/Not Clear reporting, please email the Office of the Provost at viceprovost@csusm.edu

Am I responsible for accommodating students who are not cleared for in-person classes?

No. If a student's status is marked as "not clear" and they believe it is in error, the student needs to contact the COVID Case Management Team (CCMT) at 760-750-7800 or covidtesting@csusm.edu.

Staff should not make exceptions. Students can contact the CCMT and request an accommodation.

What should I do if a student refuses to leave?

If you are experiencing a non-threatening student conduct issue, please call the Dean of Student Affairs at 760-750-4672.

If a student is not cleared, they should be excused from class and told to contact CSUSM's COVID Case Management Team (CCMT) at 760-750-7800 or covidtesting@csusm.edu.

What should I do if a student who is not cleared shows up to class?

If a student is not cleared, they should be excused from class and told to contact CSUSM's COVID Case Management Team (CCMT) at 760-750-7800 or covidtesting@csusm.edu.

What if I have a student who is not cleared and is isolating?

Students also can see their status reflected in their digital ID within the CSUSM mobile app.

What should I do if a student needs to leave early?

If a student needs to leave early, they should be excused from class and told to contact CSUSM's COVID Case Management Team (CCMT) at 760-750-7800 or covidtesting@csusm.edu.

How should I proceed if a student is not cleared and is seeking an accommodation?

Students for support and guidance. For more information on managing classroom safety, read the CSUSM as One website.

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