



Monday, March 16, 2020

To CSUSM Faculty & Staff,

Another day has brought significant changes in the ongoing COVID-19 crisis. We know that information and directives from federal, state and local authorities are still fluid and changing. Thank you for your understanding as we strive to make the best decisions possible in these unusual times.

The plan to start virtual instruction as of Friday, March 20 remains. However, to “flatten the curve” and increase social distancing, CSUSM will continue to significantly lower our on-campus population as much as possible and as soon as possible. After consulting with the Chancellor’s Office this afternoon, we have the following updates:

- As of tomorrow, March 17, all faculty and most staff will be working virtually. If staff are uncertain whether they should come to campus, they should check with their supervisors.
- When conditions change, and there is no longer a need for workplace social distancing, the campus may begin to welcome staff back to campus. Staff will receive at least two business days advance notice for returning to campus.
- For tutorials and resources for how to work remotely, please visit: <https://www.csusm.edu/iits/spotlights/spring20/iitsforyou.html>
- If there are items you need from your office space, you are welcome to briefly return to campus on Tuesday, March 17, to retrieve these items during normal operating hours. As of Wednesday, March 18, most buildings will be locked.
- As previously communicated, social distance strategies must be implemented for those who continue to report to work on campus. In addition, federal guidelines provided today indicate that groups of 10 or more should not gather for the next 15 days.
- The staff virtual forum that was planned for Tuesday with President Neufeldt will be rescheduled. Thank you for your understanding as we continue to pivot based on current and emerging circumstances.
- For our students, we have launched [a webpage](#) that provides consolidated information about virtual support services. Please note, Student Health and

Counseling Services will maintain hours of operation to support our students' wellness.

During this time, our guiding principles will continue to be the health and safety of our community, student success and academic continuity. We are so grateful for all the ways you have pulled together to collaborate, find solutions and serve our students.
