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Date: March 11, 2020 at 4:49:15 PM PDT
To: Colleagues <colleagues@groups.csusb.edu>
Cc: Students <students@groups.csusb.edu>
Subject: **Instructional Continuity Plan and COVID-19**

Dear Coyote Family,

As we continue to monitor and engage in proactive planning efforts related to the emergence of novel coronavirus (COVID-19), the health and safety of our campus community remains a top priority for our university. While there are no cases of COVID-19 related to our campus, the following actions and preventative measures are being taken to ensure this commitment.

Finals for the winter quarter will be completed as scheduled, during the time period of March 17-21. Though there is currently no indication of a campus closure, faculty will provide an alternative mode of testing should one transpire.

The spring quarter has been modified to begin on April 4th (there will be no instruction during the week of March 30th). The spring quarter will not be extended. Courses will be delivered virtually. This temporary suspension of in-person, on-campus convening of classes will occur during the beginning of the spring quarter. Students or faculty who need mobile devices, webcams or mobile hotspots for Internet access to support alternate modes of instruction, should e-mail support@csusb.edu.

The delivery of courses virtually supports the concept of “social distancing.” This infectious control approach has been shown to reduce the spread of a highly contagious conditions.

Information Technology Services and Academic Technologies & Innovation will provide **training to all faculty beginning now through April 3rd**. This training, which will allow our faculty to make final preparations for alternative delivery of instruction, will be offered both virtually and in-person. (Please refer to email sent March 10 from Bradford Owen; additional training dates will be provided soon.) If alternative instruction is not appropriate, such as laboratory, performing arts, etc., please discuss with your department chair and dean, and develop an appropriate instructional continuity plan.

For updates please visit: <https://www.csusb.edu/covid-19>

For Instructional continuity resources please visit: <https://www.csusb.edu/academic-technology-innovation/instructional-continuity>

Lastly, I would like to thank the Faculty Senate, Staff Council, and ASI for their enormous support and guidance to ensure instructional continuity for our students.

Regards,
Shari

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