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Subject: CSUSB Spring Quarter Student Work

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April 1, 2020

To Our Dedicated Student Employees:

In dealing with the COVID-19 pandemic, CSUSB is changing on-campus operations to best serve our students while also following operational guidelines put forth by the CSU and state.

As we prepare to begin the Spring Quarter, I know all of you are dealing with numerous changes and seeking answers to questions created by these challenging circumstances. I and the entire administration are in regular contact with the Chancellor's Office and our fellow CSU member institutions to find answers and help alleviate your concerns.

I want to take this opportunity to personally assure each of you that non-auxiliary CSUSB student employees interested in continuing work during the Spring Quarter will continue to work and receive pay throughout the entire term.

To achieve this critical goal, your supervisors are being instructed to explore every alternative means possible of assigning work, including telecommuting arrangements. Where remote work or alternative work is not operationally feasible, or where the student

employee has a COVID-19 related condition precluding them from working on campus, CSUSB will utilize available resources to ensure student employees maintain the level of income anticipated for the Spring term. Options include the COVID-19 Paid Administrative Leave (CPAL) Program, the Federal Families First Coronavirus Response Act (HR 6201), reassignment to another department that has additional work, as well as other CSUSB resources.

Everyone at CSUSB remains committed to your success, encompassing both your academic progress and your entire collegiate experience. I encourage you to reach out to the resources available to you here on campus to get answers to any questions and to seek assistance with any issues.

Thank you for your patience and flexibility as we all adjust to the changing landscape. Best wishes for good health to you and those close to you in the days ahead.

Sincerely,

**Tomás D. Morales**

President

**WE DEFINE THE *Future***

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