

**From:** CSUSB COVID-19 <covid-19@csusb.edu>  
**Date:** Monday, June 1, 2020 at 8:03 AM  
**To:** colleagues@groups.csusb.edu, students@groups.csusb.edu  
**Subject:** Updated CSUSB Face Covering Restrictions

June 1, 2020

To the CSUSB Community,

Pursuant to guidance from the Center for Disease Control (CDC) and state and local health officials, all members and guests of the CSUSB community who are on campus property are required to always wear a face covering over their nose and mouth. This includes any indoor space on campus, including lobbies, hallways, bathrooms, break rooms, and any open office space with multiple workstations, even if there are no other individuals present. Face coverings are also required in any outdoor space on campus where there is a potential to encounter another individual.

Face coverings help to slow the spread of the COVID-19 virus, but they should be the last line of defense. Other preventive measures, including frequent hand washing, social distancing of six feet or greater, and minimizing the duration of contact time with others, need to be maintained even while wearing a face covering.

**What is an acceptable face covering?**

A cloth covering over the face and mouth, which can include a purchased or homemade mask, scarf, bandana, gaiter, or handkerchief. Please do not seek to acquire N95 masks, as they should be preserved for medical professionals and first responders.

Additional CDC guidance on the “Use of Cloth Face Coverings to Help Slow the Spread of COVID-19” is linked [here](#). This guidance discusses wearing, cleaning and removing face coverings, as noted above. This document also has instructions on how to make your own face covering.

**What are the expectations on how to properly wear a face covering?**

- The face covering should always cover both the nose and mouth. Wearing the face covering in a manner that leaves either the nose or mouth exposed is not in compliance with this requirement.
- If you are reusing the face covering during the day, take care to ensure you are using the same side of the covering toward your face.
- Face coverings should be changed if they become wet, soiled, or compromised in some fashion.
- Face coverings should be washed daily if they have been exposed to the public.

**Are there exceptions to the face covering requirement?**

- Anyone in an indoor area of complete isolation (i.e., private office, lab space, residence hall apartment/room) with the office/lab/resident hall unit door closed and do not expect other individuals to come into the room, may remove their face covering when inside. However, when you leave your office/lab/residence hall unit and proceed into an office common area or hallway (even if there are no other individuals present), you must wear your face covering.

- Anyone driving alone in a vehicle or cart on campus, with no passengers in the vehicle, and the vehicle is not used by anyone else, may remove their face covering while driving. However, a face covering is required if the vehicle or cart is used by others, or if there are other passengers.

A face covering must always be immediately available, even when in an area that is a stated exception to the requirement.

**Will face coverings be provided?**

For employees required to work on campus, face coverings have already been provided by the appropriate supervisor. Please contact your supervisor if you require a replacement. CSUSB will strive to provide face coverings to employees upon request, based on availability.

It is our shared responsibility to take the appropriate mitigation steps to prevent community spread of COVID-19, doing our part to create a safe campus environment. Students and employees are always expected to comply to this requirement while on campus. Employees not adhering to these instructions will receive corrective action by the appropriate supervisor. Students will be referred to the Office of the Vice President for Student Affairs for appropriate disciplinary action.

This face covering requirement is in effect until amended and applies to both the San Bernardino and Palm Desert Campuses.

*This message from [COVID-19@CSUSB.EDU](mailto:COVID-19@CSUSB.EDU) serves as the official notification to the university campus community.*