

April 13, 2020
To: Colleagues
From: Vice President for Administration and Finance
Subject: Faculty-Staff Parking Paycheck Deduction

Dear Colleagues,

With much of the faculty and staff working off-campus due to the COVID-19 outbreak, CSUSB has requested the State Controller's Office (SCO) to cease all automated paycheck parking deductions for faculty and staff, effective April 1, 2020. Assuming the SCO can process this change immediately, you should start to see no pay deduction for parking with the paycheck you receive on May 1. These deductions will be reinstated when the campus determination is made to physically return to work on campus.

Your parking permit remains valid and you must continue to display it at either the San Bernardino or Palm Desert campus. Parking enforcement continues on both campuses 7 days a week.

For employees who do not participate in the automated paycheck deduction for parking, and purchased a Spring 2020 permit, you are eligible for a refund of the unused portion of your permit. If you are interested in a refund for the unused portion of your permit, please email parking@csusb.edu, request a refund, and provide your full name, coyote ID and a picture of the permit.

Best wishes,

Doug

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