



# COLORADO STATE UNIVERSITY PUEBLO

Monday, June 15, 2020 | 6 p.m. MT

Dear Campus Community,

I write to you today to share additional details about our July 1 return to campus and our fall 2020 planning. For the last three months, numerous cross-functional teams have been hard at work to establish safety plans, set up an on-campus screening site for essential personnel that we will utilize through summer for all employees and visitors to campus, to prioritize fall teaching and learning, and to create new ways to ensure that every student will have an exemplary experience in our classrooms and on our campus— regardless of the modality. The safety of our campus — of our students and of our people — has been central to each and every decision we have made as a leadership team.

Our goal today is to give you preliminary information about summer and fall planning at CSU Pueblo. Earlier this summer, we were hopeful that we would have clarity from the state and from the Colorado Department of Higher Education (CDHE) around our summer and fall return by June 15. Unfortunately, that clarity may not come until June 27, or perhaps even later. In the meantime, we have been hard at work creating a *flexible* reentry plan, one that can be easily adapted as the pandemic and associated local, state, and national public health needs develop.

## **RETURNING TO CAMPUS: JULY 1 \***

We are working now to bring employees back to campus this summer— in a staged manner, over time, and following protocols that help us ensure campus safety. Moreover, while we cannot say with certainty what fall will bring, we are confident that our new academic plan for fall is student-centered, incredibly flexible, and easily pivoted if the situation warrants; we are equally confident that our housing, dining, student life and support services, and our financial and business teams are ready to provide a stellar — in person — experience for students and employees this fall. So what does “in person” mean?

Since March, we have had faculty-led student groups, from critical medical fields, on campus with the approval of the CDHE. Many employees have likewise remained on campus. Over 100 essential personnel have cared for our facilities, grounds, and live animals; they have maintained critical research, and they have worked to protect the health and well-being of those students who remained in campus housing. We are grateful for their dedication during this unusual time.

## **RETURNING TO WORK**

Like every Colorado campus, CSU Pueblo is waiting for additional clarification from CDHE and the Office of the Governor as the most recent “Safer at Home” mandate expires on June 27. In the meantime, we are working closely with the Pueblo Department of Public Health and Environment (PDPHE) in order to create processes and policies that offer flexibility to our students and employees and provide the greatest level of campus wide safety possible. **All offices should work with your area VP and our HR teams in order to create staffing plans for a 50% return to work on July 1.**

The 50% staffing will be determined based on individual unit contingency planning and posted campus hours of operation, in collaboration with Human Resources and individual employee needs. We recognize

that a 50% return to work will look different from department to department and will be determined, in part, on the importance of face-to-face public or student contact, and on the health and safety needs of our employees. Each supervisor will be given additional directions, via your area VP, for creating a staffing plan that meets university expectations and provides maximum flexibility and safety to all employees to the extent possible.

### **WORK STUDY STUDENTS**

We anticipate that work study students will return to campus beginning July 6. More details on that process will be forthcoming from Student Financial Services soon.

### **INTERCOLLEGIATE ATHLETICS: RETRUN TO PARTICIPATION, JULY 1\***

NCAA-permitted voluntary workouts will begin July 1 for Pack Athletics. Athletic facilities will open with safety protocols that have been approved by the Pueblo Department of Public Health and Environment. Student-athletes and coaches will be required to follow CSU Pueblo guidelines for daily check-in, screening, mask-wearing, social distancing, and cleaning protocols. Incoming and returning student-athletes will receive direct communication from the Athletic Department and coaching staff outlining specific steps to follow for return to participation.

## **PROTECTING CAMPUS**

### **SAFETY MEASURES**

Teams are working now to implement our screening process more widely and ensure a speedy and efficient experience for all employees and campus visitors. Signage has been placed around campus, and we encourage all personnel to redirect anyone without a color-coded wrist band (designating that they have been through screening that day) to the screening site. New cleaning protocols have already been implemented, and Plexiglas locations will be identified and prioritized this week. Our reentry team is developing educational materials and is working closely with Student Life, legal counsel, and Human Resources to develop new employee policies and student code of conduct changes that would make the expectation for social distancing and mask-wearing standard during summer and fall.

Additionally, we are working closely with our health and wellness center teams to extend services to all employees and students this summer and into the fall semester, for a nominal fee.

Protocols for summer and fall meetings and events (in online or hybrid formats; maximum size; appropriate locations) are being developed now, and travel protocols are under consideration. CSU Pueblo is committed to following CDHE guidelines whenever possible. These guidelines for higher education institutions, which change as the situation warrants, can be found here: <https://covid19.colorado.gov/safer-at-home/safer-at-home-higher-education>.

### **HEALTH SCREENING**

Beginning July 1, a mandatory health screening checkpoint for all personnel will be open from 7 – 11 a.m. and 1- 5 p.m. at the lower entrance to the Administration Building. Please plan all arrivals to campus accordingly and bring a copy of your CSU Pueblo ID card or a photo ID and your Personal Identification number (PID). Please schedule your time on campus, including all departmental or division scheduling, accordingly.

All employees and visitors are required to go through screening immediately upon arrival to campus and prior to accessing any location, building, or office at CSU Pueblo. **Face masks/face coverings must be worn by everyone while on campus.**

All employees working at off-site locations (high school University Tracks Centers, community colleges, Fort Carson) will follow screening and check-in protocols dictated by that facility. The CSU Pueblo at Colorado Springs location (the Tower) will maintain their own screening site for those personnel and any visitors at that location.

The screening protocol, location, and operating hours are subject to change as the situation evolves or as directed by local or state public health officials. Employees are responsible for bringing their own face masks and must wear them at all times on campus — in public or shared spaces. If you do not have a face mask, one will be issued to you when you reach the screening site. If you cannot safely wear a face mask, because of a documented medical concern, please contact Jen Martin-White in Human Resources at [jennifer.martinwhite@csupueblo.edu](mailto:jennifer.martinwhite@csupueblo.edu).

### **HOURS OF OPERATIONS \***

Beginning July 1, employees may return to campus between the hours of 8 a.m. and 5 p.m., Monday through Friday (note: screening is only available from 7 a.m. to 11 a.m. and from 1 p.m. to 5 p.m., M-F). Campus will not be open, at this time, outside of these hours.

**Beginning July 6, campus will be open for LIMITED public access, Monday through Friday, from 9 a.m. to 12 p.m. and from 2 p.m. to 5 p.m.** in order to allow for staffing changes and mid-day cleaning of all offices and public spaces. Many common areas in campus buildings will remain closed at this time, and all visitors must enter campus through the designated screening site.

### **Beginning June 15, buildings at CSU Pueblo will only be accessible by CSU Pueblo ID/key card.**

All building key cores have been changed. Key card access *is* available to every building, but key card access is not available on *every* door to every building. Please contact Veronica Trujillo if you need an updated CSU Pueblo ID or key card at [veronica.trujillo@csupueblo.edu](mailto:veronica.trujillo@csupueblo.edu). New IDs may be picked up during normal business hours, starting July 1. Please bring a state issued ID, and, if you are a new employee, please bring a copy of your CSU Pueblo contract. **Please note:** Not all employees have access to all buildings, but any CSU Pueblo ID with an active magnetic strip will allow you to enter your approved campus buildings, based on your level of access.

### **FOOD SERVICES**

We are proud to announce that the OSC Cafe (located in Einstein's) will be open for employees from 7:30 a.m. until 10 a.m. Dining services are available in a limited format and for pick-up and carry-out only.

## **FALL 2020 PLANNING**

All fall planning is in development, but final public announcements are pending additional updates and guidance from the Governor, CDHE, and local public health officials.

In an effort to plan a successful and academically sound fall semester, no matter our modality, Academic Affairs teams have created new master course calendars that offer maximum flexibility in order to meet student and faculty needs and ensure that all learning outcomes are achieved. As of today, this calendar is complete, and we are proud to announce that it preserves all posted days and times, as originally scheduled, but this expanded and reimagined course schedule now offers options for class size, learning modality, and available technology for every course and department. Courses will be available for students in face-to-face, hybrid, and in fully online formats. At this time, we anticipate sharing a new master calendar, including new room locations, with campus the week of July 6.

## **STUDY ABROAD**

After careful consideration and based on recommendations from public health and our CSU Pueblo leadership, study abroad and National Student Exchange programming will be suspended for fall 2020. More details will be forthcoming and all decisions are subject to change as our situation develops. Please contact Bonnie Fruland at [bonnie.fruland@csupueblo.edu](mailto:bonnie.fruland@csupueblo.edu) for additional details.

## **RESIDENCE LIFE**

CSU Pueblo residence halls and student housing will be open! We are committed to following mandated safety protocols for common spaces, limited guests, and social distancing. We will have large triple and double rooms available and additional single rooms at an additional charge. And, to ensure our students' safety in the event of illness or an on-campus outbreak, we have dedicated 15 rooms for potential quarantine needs. Please contact Gwen Young at [gwen.young@csupueblo.edu](mailto:gwen.young@csupueblo.edu) for additional information.

## **ATHLETICS**

In conjunction with CSU Pueblo fall face-to-face instruction plans, the Athletic Department anticipates a return for preseason training in early August for fall sports. Protocols are being developed with local public health officials to ensure safe activity for our student-athletes, coaches, and staff.

Season ticket sales will begin in July. CSU Pueblo is developing safety standards with the Rocky Mountain Athletic Conference, NCAA, and local public health officials. Watch [www.gothunderwolves.com](http://www.gothunderwolves.com) for more up-to-date information.

## **CONNECTING THE PIECES**

Certainly, this announcement today is not exhaustive. Many details are being worked out as we speak; teams are working through campus wide logistics, state wide possibilities, and inevitable roadblocks. And, though it is unclear what screening or check-ins may be required though the fall, or how our event spaces and common areas will operate under social distancing, CSU Pueblo is committed to establishing a safe in-person fall 2020 semester. Our goal is to provide flexible course options, quality student advising and tutoring, accessible financial and business services, and a mix of face-to-face, hybrid, and online recreational, residential, and student life and support services across campus.

Make no mistake: no plan we make today will guarantee a return to "normal," or to business as usual. Our current reality asks a lot of all of us, and our work will need to adapt as a result. We have much to learn, mistakes will be made, and in the end, we will grow as an institution.

With sincere wishes for your continued health and safety,



Dr. Timothy Mottet  
CSU Pueblo President

*\* Our July 1 return to campus date is based on guidelines provided by the State of Colorado, CDHE, and local public health officials and is subject to change without notice.*