



Friday, May 8, 2020 | 7 p.m. MT

Colleagues,

It has been a busy week at CSU Pueblo. This week, faculty submitted grades for the spring 2020 semester, and many of our students took time to celebrate numerous personal achievements during this unusual semester. For others, this week has been focused on increasing enrollments, advising students, ensuring campus safety, and preparing for summer classes. Finally, for more than 600 graduates, we paused and celebrated their many successes at CSU Pueblo. The past two months have been a whirlwind, but even in this uncertain time, it is important to stop and recognize important moments and traditions.

My goal for today's message is to share some "Just-in-Time" information and remind you how and when you may take advantage of open office hours, Friday "Fun" hours, and other opportunities to connect with me, and each other, while working remotely.

JUST-IN-TIME INFORMATION

SUMMER CLASSES, CAMPUS EVENTS, AND REMOTE WORK

As a reminder, all previously scheduled face-to-face (F2F) courses this summer will be delivered via online or distance learning. Exceptions may be made for some in-person classroom or laboratory education, for fewer than 10 students per classroom or lab, in designated "medical training" fields only, following direction provided to us by the Colorado Department of Higher Education and the Office of the Governor.

Additionally, as I announced on April 3, employees will continue to work remotely — through June 30 — and all campus events are canceled until July 1. As always, these dates may be shortened, extended, or adapted as new information becomes available.

THE CARES ACT: EMERGENCY FUNDING FOR STUDENTS

Through the Coronavirus Aid, Relief, and Economic Security (CARES) Act, CSU Pueblo has been awarded \$1.9 million in federal aid to be distributed to students.

Of this allocation, \$1.8 million will be distributed via an *immediate* relief fund process that provides funds to students who were enrolled in face-to-face classes during spring 2020. There is no application process for these monies. Funding will be immediately distributed to all eligible students, beginning May 11. These funds go directly to students and will not be automatically applied to any outstanding bill. Per federal guidelines, non-US citizens are not eligible for CARES Act funds, but we anticipate utilizing CSU Pueblo Foundation funds from the *Embrace the Pack* campaign in order to assist DACA, international, and other ineligible students. More information will be forthcoming.

More than \$200,000 will be distributed to students with extreme needs, via a CSU Pueblo Emergency Aid program that utilizes a special application process. Students can find more information on the campus coronavirus safety page: <https://www.csupueblo.edu/coronavirus/index.html>, which is accessible from all CSU Pueblo web pages. More information can also be found on the Blackboard login page: <https://blackboardent.csupueblo.edu/>.

- Immediate relief fund will provide payments directly to all students enrolled in spring (fully online students are not eligible at this time) at both grad and undergrad levels, based on their known

financial need, utilizing “estimated family contribution” (EFC) as reported in their Free Application for Federal Student Aid (FAFSA)

- Funds are still available to students who did not complete a FAFSA and for families with incomes that meant they had high EFCs
- Emergency application funds can help students with COVID-related expenses related to: housing, food, medical, and technology
- The resource chart found online provides more clarity on automatic distribution amounts and the max amounts per Emergency Aid category

CSU PUEBLO FOUNDATION: EMBRACE THE PACK

The uncertainty of our worldwide situation means that our students’ basic needs – food, shelter and tuition – are in jeopardy. While access to federal funds are providing support to students, tuition and scholarship assistance is greatly needed.

To ensure our students’ needs are met, the CSU Pueblo Foundation has launched “Embrace the Pack,” a crowdfunding initiative that has secured \$38,500 in matching funds in support of our students. The “Embrace the Pack” crowdfunding campaign started on April 15 and will run through May 16, when I will host a virtual President’s Gala Cocktail Hour via Zoom and Facebook Live.

For every dollar donated, sponsors will match donations up to \$38,500. As of Friday, May 8, more than \$59,000 has been raised. To support #EmbraceThePack, visit <http://c-fund.us/rji>.

ONGOING STUDENT SURVEYS

CSU Pueblo Student COVID-19 Impact Survey: A COVID-19 Student Impact survey launched on April 14 and ended on April 26. This survey asked for feedback around current student needs during the crisis. Student Affairs staff monitored responses and identified students who needed immediate assistance. More than 890 students responded to the survey.

Residence Life Annual Survey: Each year, the Residence Life team surveys students in our halls to help inform decisions. This survey launched on February 25 and was extended until April 3. The survey asked students a variety of questions designed to determine how residence life experiences could be improved and ways we can best serve students and fulfill their expectations. In the past, survey data have helped inform decisions about laundry facilities, wi-fi access, and much more.

HUMAN RESOURCES

1. We have launched an employee survey (the first of several) in order to collect preliminary feedback around future planning and the immediate impact of COVID-19 on our ability to serve students in multiple modes, as the situation warrants. The survey will be open until Friday, May 15 at 5 p.m. MT. You can access the survey here: <https://forms.gle/Ktdkp9APzd3tzduG6>.
2. The new deadline for CSU Pueblo’s Annual Performance Review process for Administrative Professional is June 30. Classified Staff reviews must be completed and returned to HR by June 12. Performance review forms may be found at: <https://www.csupueblo.edu/human-resources/doc/classified-performance-planning-evaluation-10-2015.pdf>. As always, feel free to contact Jennifer Martin-White, Jennifer.martinwhite@csupueblo.edu or Kat Abernathy, kat.abernathy@csupueblo.edu with any questions or concerns you may have.
3. The mandatory Sexual Harassment and FERPA training has launched and must be completed by all employees on or before May 15, 2020. You should have received an email directing you to your online

portal. If you have any questions, please contact CSU Pueblo Human Resources at 719-549-2441 or at hr@csupueblo.edu. If you need other health and wellness support, visit [HR online](#).

4. If you have new resource needs for a university computer or wifi hot spot, a check-out procedure and pick-up schedule has been established. Please complete the Remote Faculty-Staff Technology Form online at <https://bit.ly/RemoteFacStaffTech>.

CONNECTING THE PIECES

In the coming weeks, we'll be sharing information on our July 1 return-to-campus plans, details for operational scenarios for fall, and I will provide you opportunities to connect with leadership via virtual meetings and online office hours. The next Presidential Open Office Hour is scheduled for Thursday, May 20 from 4-5 p.m. Look for secure links to office hours and "Friday Fun Hours" plans, with Zoom links, in the next Email Digest.

On Monday, May 11, the first full summer session begins. Summer enrollments are higher than past years, and we remain hopeful about our future at CSU Pueblo and the impact we can have for students when we work together. Thank you for all you have done, and thank you for all that you continue to do to support our students, our campus, and this community.

With sincere wishes for your continued health and safety,

A handwritten signature in black ink that reads "Timothy P. Mottet". The signature is written in a cursive, slightly slanted style.

Dr. Timothy Mottet
CSU Pueblo President