



COLORADO STATE UNIVERSITY PUEBLO

Wednesday, November 11, 2020 | 6:00 p.m. MT

Dear Campus Community,

In the last week, our county has seen an alarming rise in positive COVID-19 cases and hospitalizations.

COVID-19 STATUS: Pueblo County, Colorado

Pueblo Department of Public Health and Environment reports that: 1) Pueblo County's COVID-19 positive case numbers are on a rise at 782 positive cases per 100,000 citizens, well above the previous 600/100,000 rate we reported to campus on November 6; 2) county numbers mirror statewide increases; 3) there is a rise in hospitalization rates and seriousness of illness; 4) cases among 16-35 year-olds continue to increase; and 5) there are renewed public health concerns regarding county-wide positivity rates (now at 10%), upcoming holiday activities, and the ongoing spring 2021 challenges ahead of us as a community.

On Monday, in response to the increasing cases in Pueblo County, Pueblo Community College moved all instruction and operations remote. In the last 48 hours, both Pueblo School District 60 and Pueblo County School District 70 announced a move to online instruction and remote work. Read more about the Safer at Home "[dial](#)" and Pueblo County's growing COVID-19 cases [here](#).

COVID-19 STATUS: CSU Pueblo Campus Impact

In August and September, total COVID-19 positive case count at CSU Pueblo was 20. CSU Pueblo reported 51 new cases in the month of October. As of November 11, we have already reported an additional 68 cases, 10 probable cases, and 11 household positives.

Please note: While we recognize that members of our campus community are closely monitoring both the state's COVID-19 status, and our local public health messaging, we want to be clear that this update is based on real-time data, and, as such, it is subject to change at any time. We will continue to follow guidance from local authorities and the state of Colorado and will notify you as the situation evolves.

OVERVIEW, CAMPUS OPERATIONS TIMELINE:

Nov. 6-Nov. 22: REMOTE Plan November 11-22 (No Public Access; remote staffing; see below)

Nov. 23-Nov. 29: ALL Campus Closed for Professional Development (Essential personnel only / No access to campus facilities)

Nov. 30-Jan. 3: REMOTE Plan (No public access; approved essential personnel only; see below)

EFFECTIVE IMMEDIATELY, NOVEMBER 11 THROUGH JANUARY 3, CSU PUEBLO WILL MOVE TO REMOTE OPERATIONS:

CAMPUS OPERATIONS

1) Academic instruction

- **Academic courses will move online or to remote instruction by no later than end of day on Friday, November 13**
- Exceptions for critical in-person instruction and research may be allowed with support from the college Dean and with pre-approval from the Provost

- 2) Critical operations: Information Technology, Custodial, Facilities, Dining Services, Mail Services, Cashier Office, Parking and Safety, and Residence Life and Housing (RLH)
- Staff will work remote, when possible
 - In-person staffing, as necessary for safety of campus and basic operations, as determined to be essential in order to serve and support students who remain in RLH; on-call rotations
 - [Tech Drive Through and IT Help Desk](#) remains open with limited, posted hours
 - Mail may be picked up by identified essential employees only, at the facilities mail room, on Monday and/or Friday from 8 a.m. to 5 p.m. Masks and social distancing required
 - The Cashier's Office will be available for campus deposits, by identified essential personnel only, from 8 a.m. to 5 p.m. on Monday and Friday. Administration Building may be accessed with campus ID swipe card
 - Facilities and Custodial staff will be scheduled as needed, in on-call rotations
 - Parking and Safety/Health Screening office staff will be scheduled as needed, in on-call rotations
 - Dining Services will be grab and go only, effective immediately. Dining services will be closed the week of Thanksgiving (Nov 21 through November 29). More dining details will be communicated to students who remain on-campus in RLH
- 3) All other offices and staff
- Staff work remote
 - Services provided in a remote format, as possible
 - Health and counseling services ([Wolfpack Wellness Center](#)) will be available via remote services, when possible, with limited in-person services, available by appointment only. Call 719-549-2830
 - Offices may be accessed, as needed. Buildings may be accessed with campus ID swipe card
 - All campus services must be available 8 a.m. – 5 p.m., Monday – Friday, via remote or in-person services
 - [Transfer phones](#), set-up tele-services, and office hours/out-of-office email notifications to guarantee customer service for our students, employees, and community
 - Employees who work at off-campus sites should coordinate with their supervisors and ensure that they are following guidance provided by the host-site
 - No university travel at this time
 - With supervisor approval and request to appointing authority, \$25/monthly stipends may be available for technology support during remote work
 - Office Supplies / Procurement rules may be adapted during remote operations; please work with your supervisor to approve limited office supply purchases. Take any necessary supplies with you as your office and staff move remote
- 4) Student employees
- Student employees (including work study assignments, hourly students, or non-student hourly positions, or research/graduate assistants) may work remote, if possible, and if approved by supervisors; students must have access to IT solutions in order to work remote from now through December 20
 - All student employees working remote must be supervised
 - Students who are not able to work remote may be paid, when approved by supervisors for scheduled hours through December 20
 - Supervisors will receive additional guidance from Student Financial Services

- Decisions for spring employment will be communicated at a later date

STUDENT SERVICES

Living and Learning

- All courses and instruction will move remote by no later than Friday, November 13, unless in-person instruction is critical and supported by college Dean and approved by the Provost
- Academic and administrative buildings will remain open for employees with campus ID swipe card access
- On-campus housing remains open; students who live in on-campus housing should refer back to their fall term agreements and discuss with your Resident Assistants for move out instructions
- Tutoring services remain available for current students in remote formats
- Advising remains open for current students, by appointment, in remote/online formats
- Limited dining services remain open for grab and go only; no eating in open communal or open spaces on campus
- Health and counseling services ([Wolfpack Wellness Center](#)) will be available via remote services, when possible, with limited in-person services, available by appointment only. COVID-19 testing is available by appointment. Call 719-549-2830
- Recreation Center will be closed; services available virtually
- All intramurals, club sports and Outdoor Pursuits programming will be canceled
- All marching band and ensemble practices, outside of designated instructional hours, will be canceled (must be outside, whenever possible; no weekend practices, no after-hours practices, no informal practices)
- [Tech Drive Through and IT Help Desk](#) remains open in limited, posted hours

Athletics

- No athletic-related activity. Activity includes practices, training, travel, on/off-campus recruitment, informal gatherings, and university-sponsored events from November 7 - January 3 (with exception of Men's and Women's Basketball ONLY, see below)
- Men's and Women's Basketball may continue practice, training, and scheduled competition with required weekly testing at 100% of athletes/coaches/staff; no gatherings or social events allowed
- **Athletic facilities are closed, with exception for basketball teams**
- The Leomiti Warrior Center and Massari Arena may be accessed by Men's or Women's Basketball teams *only*, during scheduled hours, for instructional programs facilitated by coaches or athletic training staff

PUBLIC ACCESS

- No public access to campus through January 3
- No visitors or guests allowed in CSU Pueblo Residence Life and Housing facilities, except as required for maintenance and cleaning or emergency/preventative interventions
- No recruitment or after-hours visitors for any purpose

MORE ABOUT REMOTE WORK FROM NOVEMBER 13-JANUARY 3

More information will be forthcoming from supervisors or directors, including details for:

- What to do if you are not able to work remote

- What you must do if you are working remote

For more information about on-campus testing, campus COVID-19 impact, or available resources at CSU Pueblo or from public health, visit the university COVID-19 web pages at www.csupueblo.edu/coronavirus/, or call the hotline at **719-420-0002**.

As you know, campus plans are always subject to change. We will continue to update you as more information becomes available, and campus leadership will announce additional post-Thanksgiving plans as soon as possible, based on state and local public health guidance.

Thank you for all you are doing to #ProtectOurPack.

Respectfully,

CSU Pueblo COVID-19 Response and Planning Team

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