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## Letter titled "RE: Novel Coronavirus COVID-19"

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*CSUSB*

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RE: Novel Coronavirus COVID-19  
Thursday, March 5, 2020

Dear Members of the Campus Community:

While cases of the novel coronavirus (COVID-19) have been reported in communities throughout California, as of this message no cases have been reported among CSUSB students, faculty or staff. There are no reported cases in San Bernardino County, according to the [San Bernardino County Department of Public Health](#), or in Riverside County, according to the [Riverside County Department of Public Health](#). The [California Department of Public Health](#) advises that, at present, the health risk to the general public from COVID-19 remains low.

A University Task Force, co-chaired by Assistant Vice President for Student Affairs Beth Jaworski and Associate Vice President of Strategic Communication Bob Tenczar, has been established to provide guidance on the University's assessment and response to the ongoing COVID-19 situation. Under the direction of Provost Shari McMahon and Faculty Senate Chair Beth Steffel, a separate committee is discussing academic continuity issues and potential actions relating to COVID-19 as additional information becomes available. A [University website containing COVID-19](#) information, including FAQ's, has been created and will be updated as appropriate.

The University is in close contact with the county and state departments of public health for up-to-date information on the status of COVID-19 within our region.

If you are feeling well, common-sense precautions should be followed to prevent the spread of all infectious diseases. These basic health protocols include:

- Avoid close contact with sick people.
- Wash your hands often with soap and water for at least 20 seconds or use an alcohol-based hand sanitizer.
- Avoid touching your face without first washing your hands.
- Cover your mouth and nose with a tissue or your sleeve (not your hands) when coughing or sneezing.
- Clean and disinfect frequently touched objects and surfaces using a regular household cleaning agent.
- Check with your healthcare provider whether obtaining the influenza vaccine is advisable for you.

Symptoms of COVID-19 include fever, cough, and shortness of breath. If you are feeling unwell:

- Stay home and avoid contact with others, except for seeking medical care.

- Employees should notify their supervisor and students should notify their instructors if you will be absent.
- If possible, before going to a doctor's office or emergency room, call ahead and tell them about your recent travel and your symptoms so that they are prepared to receive you. Of course, as with any medical emergency, call 911.
- Do not travel while sick.

Following the advice of the federal Centers for Disease Control and Prevention (CDC), the CSU Chancellor's Office has cancelled all student and business travel to China. Please be advised that additional international and/or domestic travel restrictions may be imposed with short notice. These assessments will take into consideration the [CDC's warning level](#) for the country, the [U.S. State Department travel advisory](#) and accompanying information, and current information from the host country as well as any other resources that may help to mitigate the impact.

We are taking these measures in accordance with the University's top priority of protecting the safety, health and welfare of all students, faculty and staff. Understanding that these measures directly impact programming for students already scheduled to travel, provisions are being made to help students continue their forward progress toward earning their degree and not holding them financially responsible.

Students seeking additional information about COVID-19 or experiencing symptoms are advised to contact the Student Health Center at 909-537-3276. Faculty and staff are advised to contact their personal health care provider.

As with all cautionary situations, if and when conditions change, you will be alerted through a campus message and on the campus homepage and, if needed, through our campus alert system. For now, the San Bernardino and Palm Desert campuses remain open and classes remain in session.

Tomás D. Morales, President