



Dear SDSU Community,

San Diego State University is closely monitoring the evolving situation of the coronavirus (COVID-19). For continued preparedness, SDSU has made additional decisions, outlined below, at the guidance of the California State University (CSU) system and in consultation with the San Diego Health and Human Services Agency (HHSA).

Continuity of Course Offering

In the continued interest of health and safety, SDSU and the University Senate are encouraging all faculty to transition as soon as possible from in-person meetings and classes to distributed or fully virtual modalities. This decision, supported by a University Senate vote today, pertains to an all campus adoption of virtual course offerings. Many units have already moved to meet the request.

Fully virtual means that all course material is delivered through a web-based format, whereas a distributed class may include aspects of digital or web-supported formats, such as synchronous live lectures delivered from one's office or distributed materials that are returned to the instructor via a variety of modalities. These options should provide maximum flexibility to each instructor within the confines of this very challenging public health care environment.

Leading up to spring recess, which will be held March 30-April 3, the transition to fully online or distributed classes shall be voluntary at the discretion of the faculty. Immediately after spring break, and effective April 6, all courses shall be conducted using fully online or distributed modalities, with exceptions – for example, smaller lab courses, field schools, courses with a clinical component, and art studios – granted on a case-by-case basis in consultation with the deans of the appropriate colleges.

Faculty must obtain permission as soon as possible if they want to continue teaching in an in-person format after April 6. In each case of approval, the dean may ask for clarification about how the course design can be modified to reduce transmission risk (e.g., lab classes broken up into different rooms, or art studio

design time spread out). We know that this work is not easy and appreciate everyone's best effort to meet the needs of our students while also keeping our community safe.

SDSU's Instructional Technology Services (ITS) is offering training and course material assistance to faculty adopting virtual methods for their classes. Additional information is on the [SDSU Coronavirus \(COVID-19\) Academic Continuity Preparation web page](#).

The virtual instruction decision follows CSU's recommendations to each of its 23 campuses, issued on March 9, encouraging virtual adoption for courses in the event of emergencies. Each campus is provided discretion in how best to manage academic continuity contingent upon their local context. This decision regarding a phased approach to virtual instruction is meant to reduce the potential of people being infected in the event of community transmission in our county, and to protect those who are most vulnerable to severe illness. At present, this transition to virtual or distributed class formats would remain in effect through the end of the Spring 2020 semester. Given the fluidity of this situation and the guidance of our county health partners, the campus may make additional decisions regarding this timeline in the future.

SDSU is not closed; business, academic and other services are continuing, with certain exceptions, such as study abroad options. Also, SDSU's current classes held in the virtual space will continue to be offered as such. Given that there are no current COVID-19 cases within the SDSU community, nor are there any cases of community transmission in San Diego as of March 10, SDSU will otherwise remain fully open for normal business.

Campus Events and Gatherings

With the guidance of the CSU, SDSU will make decisions whether to cancel or delay campus events, to include large-scale events and meetings based on the following criteria:

- The essential nature of the event to the mission of the university.
- The availability to offer or host the event using alternative modalities, including virtual options.
- The necessity for air travel and out-of-area participants.
- Susceptibility for the audience to be at increased risk for infection by COVID-19 (e.g., individuals over age 60, individuals with compromised immune systems).
- Current direction or guidance from local health departments.
- The event size.

Given these considerations, SDSU will make event and meeting-related decisions on a case-by-case basis. Faculty and staff event organizers should consult with vice presidents or deans overseeing their respective areas on

decisions regarding campus events.

For all events and meetings, regardless of the size, the university is instituting rigorous environmental cleaning before and after the event/meeting, as well as encouraging the practice of preventive behaviors (e.g., providing hand sanitizer, tissue, etc.).

Guidance for Personal and University Travel

Following updated guidance from the CSU, all international travel and non-essential domestic travel is suspended. Please contact your appropriate dean or vice president if an exception is needed, or if you have questions.

In the event of essential travel, seek travel insurance when you are able, and be attentive to [CDC travel information](#) and [U.S. Department of State COVID-19 specific travel](#) guidance, and follow the direction of authorities.

No cases of COVID-19 exist in any members of the SDSU community, and the university continues to ask students, faculty and staff to follow the [after-travel health precautions](#) of the U.S. Centers for Disease Control and Prevention when returning from COVID-19-affected countries.

SDSU is in continued discussions about student club and organization-related travel and further guidance is forthcoming and will be provided directly to students.

Campus Decision-making

As this is a swiftly changing environment, several teams are assessing the local, national and global COVID-19 situation daily to inform additional decisions we may need to make as a campus. Our primary concern is with the safety and well-being of all members of our community, and each of us has a personal responsibility to help ensure individual and community health. Thank you for your continued attention to this evolving global situation.

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