

DATE: March 9, 2020

TO: CSU Presidents

FROM: Steve Relyea
Executive Vice Chancellor and
Chief Financial Officer



**Action: Suspend all international
and non-essential domestic
travel through May 31, 2020**

SUBJECT: COVID-19: International & Non-Essential Travel and Study Abroad Update

This document provides guidance on travel restrictions and supplements the travel guidance provided in a March 4, 2020 letter to presidents regarding COVID-19.

Determinations about how best to protect our university community (in the U.S. and abroad) are informed by evolving guidance from the Centers for Disease Control and Prevention (CDC) and the U.S. State Department, as well as state and local public health agencies. Please review the attached guidance dated March 7, 2020 from the California Department of Public Health regarding Higher Education Guidance on Novel Coronavirus or COVID-19.

In early March 2020, the CDC suggested that institutions of higher education consider suspending international programs involving all countries. While we continue to suggest campuses follow the CDC warning level guidelines, the current rapidly changing environment makes it very difficult to predict what the global infection map will look like in the near future. It is highly likely that countries in Europe and Asia, as well as the U.S., will see continuing escalation in infection that will impact travel arrangements we are making today.

Therefore, effective immediately campuses and their auxiliary organizations will suspend all international and non-essential domestic travel from now through May 31, 2020. Future travel, including summer and fall 2020, will be determined as the COVID-19 situation evolves.

Campus presidents may authorize senior executives and Deans to make determinations about what constitutes non-essential domestic travel and to provide exemptions with respect to travel to countries that are not at the CDC Warning Level 3.

CSU Campuses

Bakersfield
Channel Islands
Chico
Dominguez Hills
East Bay

Fresno
Fullerton
Humboldt
Long Beach
Los Angeles
Maritime Academy

Monterey Bay
Northridge
Pomona
Sacramento
San Bernardino
San Diego

San Francisco
San José
San Luis Obispo
San Marcos
Sonoma
Stanislaus

For students currently studying abroad: Current guidance was designed to return students from a place with a significant number of cases, to the United States, a place of relative safety. Now, as the cases in United States rise, it may not always be the case that putting students on a plane to California would be safer than remaining where they are currently located. In addition, some students returning from abroad might not have a place to self-quarantine as recommended by current federal and state guidance.

Therefore, effective immediately, depending on the specific countries and circumstances, campuses should help students remain abroad if, based on current information, it is deemed to be a safer course of action. For students abroad in CDC Level 3 (or above) countries, campuses should formally give them the option to remain or to return with as much assistance as possible.

Upcoming Study Abroad: For upcoming study abroad programs (occurring after May 31, 2020) campuses should review the current situation in the host country, current travel restrictions, and planning requirements as they consider whether to move forward with those programs.

Systemwide Resources

Please continue to take advantage of these CSU systemwide resources in your campus planning and preparedness efforts:

- Instructional continuity: Alison Wrynn, Associate Vice Chancellor for Academic Programs, Innovation and Faculty Development, at (562) 951-4672 or awrynn@calstate.edu.
- Student activities, services and support: Luoluo Hong, Associate Vice Chancellor for Student Affairs and Enrollment Management, at 562-951-4744 or lhong@calstate.edu.
- International programs and travel: Leo Van Cleve, Assistant Vice Chancellor International and Off-Campus Programs, at (562) 951-4790 or e-mail at lvancleve@calstate.edu.
- Human resources and personnel matters: Stephanie Wright, Chief of Staff, Human Resources, at 562-951-4253 or swright@calstate.edu.
- Risk management, health and safety concerns: Zachary Gifford, Director of Systemwide Risk Management, at (562) 951-4580 or zgifford@calstate.edu.
- Information Technology: Michael Berman, Assistant Vice Chancellor and Chief Information Officers, at (562) 951-4235 or mberman@calstate.edu
- Communications: Mark Woodland, Assistant Vice Chancellor for Communications, at (562) 951-4657 or mwoodland@calstate.edu.
- Campus counsel: Campuses should consult with their designated point of contact from the Office of General Counsel.

- c: Timothy P. White, Chancellor
- Loren Blanchard, Executive Vice Chancellor, Academic & Student Affairs
- Andy Jones, Executive Vice Chancellor and General Counsel
- Garrett Ashley, Vice Chancellor, University Relations and Advancement
- Evelyn Nazario, Vice Chancellor, Human Resources
- Provosts/Vice Presidents of Academic Affairs
- Vice Presidents of Student Affairs and/or Enrollment Management
- Vice Presidents of Administration and Finance
- Vice Presidents of Advancement
- Chief Information Officers
- Environmental Health and Safety Directors
- Human Resource Directors
- Emergency Managers
- Risk Managers