DIVISION OF BUSINESS & FINANCIAL AFFAIRS
COVID-19 BRIEFING

March 19, 2020
Unit: Facilities Services
Prepared by: Staff

ACTION:

Develop campus-wide plan to most effectively manage the physical assets of the university given the decision to move toward a virtual teaching environment with limited staff on-campus.

BACKGROUND AND POLICY ISSUE(S):

Effective the week of March 16, 2020, CSUCI moved to a virtual teaching environment and began the preparation to move instruction to on-line delivery with some minor exceptions (labs, etc.). This has presented the opportunity to evaluate how the campus is managing these physical assets with some buildings being occupied by only a few staff. These opportunities include reducing the cost of operating the facilities (heating and cooling), day-to-day custodial services, lighting, etc.

In addition, with the impacts of COVID-19, custodial staff have been reduced by one-third and the expectation is that the operation may be hit by additional reductions in staffing as the pandemic continues to unfold in the region.

Safety and security provide another layer of the reasons to evaluate plant operational activities. Most recently, in the last few days, we have experienced our vulnerability to possible thefts. In addition, sparsely occupied buildings with just a few staff do not present a safe working environment. As the pandemic extends and we see fewer and fewer staff on campus, the risk and vulnerability of our employees who are on campus increases as well.

RECOMMENDATION:

Approve concept to evaluate physical plant buildings to address concerns identified previously, including the e

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