From: PCBO Subscription
To: pcbodist@coyote.csusm.edu
Subject: [Pcbodist] HVAC & OHR Office Update
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Attachments: ATT00001.txt



Partners in Campus Business Operations

HVAC & OHR Office Update

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Sent on behalf of: Office of Human Resources

Hello Campus Partners,

During the heating, ventilation and air conditioning (HVAC) project in the Administrative Building, air conditioning will be unavailable from May 19 through August 15. The building will be unoccupiable during the entire month of July. As comfort allows, the building may be operational from May 19 – June 30 and August 1 -15.

As a result, effective June 2, 2025, please contact the Office of Human Resources to schedule any in-person appointments to ensure that we are available. We will notify you as soon as we have open walk-in hours again.

For general inquiries, we remain ready to assist you virtually by email at hr@csusm.edu or by phone at **(760) 750-4418**.

- For **benefits-related matters**, contact our Benefits Team at hrbenefits@csusm.edu.
- For **payroll-related questions**, email payroll@csusm.edu.

Thank you.

California State University San Marcos
Finance and Administrative Services, Office of Human Resources
hr@csusm.edu | 760-750-4418 | www.csusm.edu/hr