

# Undocumented Community Support FAQ'S for Students and Employees

**Q: Does SDSU collect and retain information about the undocumented status of students and employees?**

**A:** No, SDSU does not track a person's undocumented status. However, the university, as per legal requirements, does collect and retain employment authorization forms demonstrating that an employee is permitted to work in the United States. Faculty members with questions or concerns about their permission to work in the United States or a current or pending visa should contact the Office of Faculty Advancement at 619-594-6111 and schedule an appointment for an individual conversation with the Associate Vice President Joanna Brooks or staff.

**Q: How does SDSU support students with Deferred Action for Childhood Arrivals (DACA) status?**

**A:** SDSU's Economic Crisis Response Team (ECRT) and Undocumented Resource Area (URA), in partnership with Associated Students, offer assistance for DACA renewals. Students must fill out and submit the ECRT form online which then gets forwarded to the URA Coordinator. The URA coordinator checks in with the student to verify the request and then will provide them with the funds if they are eligible. For more information, contact the Undocumented Resource Area Coordinator Cynthia Torres by emailing [ctorres@sdsu.edu](mailto:ctorres@sdsu.edu).

**Q: What has SDSU done to support students, faculty and staff who are undocumented? What can I do?**

**A:** The URA coordinator has partnered with numerous off-campus organization who have offered Know Your Rights (KYR) workshops and referrals to agencies that can assist members of the undocumented community -- though all students, faculty and staff are welcome, regardless of status. RSVPs are required, and submissions are accepted online: <https://tinyurl.com/KYRSDSU>

Also, as of July 1, 2019, through the support of the CSU, URA is working in partnership with the Jewish Family Services of San Diego (JFSSD) to provide immigration lawyers to assist undocumented students, faculty and staff. Lawyers are available to offer support related to naturalizations, status adjustments, DACA renewals, emergency planning and safety preparedness. "Know Your Rights" workshops are also being offered weekly on campus. Appointments are required. To sign up for an upcoming workshop or for more information contact the Undocumented Resource Area Coordinator Cynthia Torres by emailing [ctorres@sdsu.edu](mailto:ctorres@sdsu.edu).

# Undocumented Community Support FAQ'S for Students and Employees

**Q: What campus resources exist for students who are undocumented?**

**A:** SDSU offers an area where students can relax and study, an Undocumented Resource Area (URA), connections to legal resources, counseling and an academic support and a coordinator who specifically supports students. More information is available online:  
[https://studentaffairs.sdsu.edu/EOP/Modern/AB540\\_new.html](https://studentaffairs.sdsu.edu/EOP/Modern/AB540_new.html)

Also, in collaboration with Counseling and Psychological Services, the Office of Educational Opportunity Programs & Ethnic Affairs, where URA is housed, hosts Wellness Coaches who have been available to provide emotional support and wellness, and tips for de-stressing.

**Q: What campus resources exist for employees with mixed-status families?**

As of July 1, 2019, through the support of the CSU, the Undocumented Resource Area (URA) is working in partnership with the Jewish Family Services of San Diego (JFSSD) to provide immigration lawyers to assist undocumented students, faculty and staff. Lawyers are available to offer support related to naturalizations, status adjustments, DACA renewals, emergency planning and safety preparedness. "Know Your Rights" workshops are also being offered weekly on campus. Appointments are required. To sign up for an upcoming workshop or for more information contact the Undocumented Resource Area Coordinator Cynthia Torres by emailing [ctorres@sdsu.edu](mailto:ctorres@sdsu.edu). (this statement is in an answer above but worth repeating in my opinion)

Faculty can contact the Office of Faculty Advancement at 619-594-6111 and staff can contact the Center for Human Resources at 619-594-6404 for support.

The Employee Assistance Program offers SDSU faculty and staff confidential support for a variety of concerns, including emotional, relationship, health, legal and workplace issues. Information, resources and tools are available by calling 1-800-342-8111 and visiting the website: <https://sdsuedu.sharepoint.com/sites/BFA/HR/benefits/Pages/eap.aspx>

**Q: Will University Police Department (UPD) Officers collaborate with federal immigration officers to apprehend and remove individuals from campus?**

**A:** No, UPD does not participate in the enforcement of federal immigration laws, nor will UPD collaborate with federal authorities with the sole intent of enforcing immigration violations. Services will always be provided by UPD, regardless of someone's documentation status.

# Undocumented Community Support FAQ'S for Students and Employees

**Q: Can SDSU prevent federal immigration enforcement officers from coming on campus or attending campus events?**

**A:** No, SDSU is a public university and a large portion of CSU property is open to the general public. SDSU does not have authority to prohibit federal immigration enforcement officers from coming on campus to those public areas even if their purpose is to enforce federal law.

However, do not assume that the federal enforcement official is present to apprehend or remove a member of the CSU community. There are many other reasons why a federal authority might be present on campus. If you observe federal officials or have concerns about their activity, you may contact UPD at 619-594-1991

**Q: What should I do if a federal immigration officer enters my classroom or office to talk to or arrest a student or employee?**

**A:** Contact UPD to help facilitate this process. Inform the federal officer that you are not obstructing or impeding any investigation but that you have been instructed to contact UPD. Do not escalate the situation or physically intervene. UPD can respond and verify any language or legal requirements associated with a warrant and then facilitate the most appropriate process consistent with the law.

**Q: Why would federal immigration enforcement officers ever be on campus?**

**A:** There are many valid reasons why federal authorities might be on campus outside of immigration enforcement-related matters. They may be participating in a Career Services related function, invited as a guest speaker to a class for CJ or may be a student as well coming onto campus in uniform immediately after their work shift. It is a mistake to assume that any federal immigration authority visiting campus is present to apprehend or remove a member of the CSU community. False rumors about enforcement actions on campus can spread anxiety and panic. If you observe federal immigration officers on campus and have concerns about their activities, contact University Police by calling 619-594-1991.

**Q: What should I do if an officer requests to access a limited access space or requests information or documents from me or someone I know?**

**A:** Contact UPD to help facilitate this process. Inform the federal officer that you are not obstructing or impeding any investigation, and that you have been instructed to contact UPD. Do not escalate the situation or physically intervene. UPD can respond and verify any language or legal requirements associated with a warrant and then facilitate the most appropriate process consistent with the law. This is the safest suggested approach to a complex situation. If you observe federal immigration officers on campus and have concerns about their activities, contact University Police by calling 619-594-1991.

Also, campus community members are encouraged to sign up for UndocuAlly training by calling 619-594-4799. UndocuAlly training is offered at SDSU to generate a community of allies for undocumented students, to heighten understanding of undocumented and mix-status family backgrounds and experiences and to also form an awareness of policies that impact undocumented and mixed-status families.

# Undocumented Community Support FAQ'S for Students and Employees

**Q: Can federal immigration enforcement officers enter campuses offices and residence halls without consent from those who occupy those spaces?**

**A:** If you are presented with a warrant by a federal immigration enforcement officer seeking to enter housing or other limited access areas of your workspace, you should comply with the legal orders of that officer. You should, then, call University Police by calling 619-594-1991. University Police can respond to help facilitate this process and ensure the needs of everyone are met consistent with law. Inform the federal officer that you are not obstructing or impeding any investigation but that you have been instructed to contact UPD. Do not escalate the situation or physically intervene. UPD can respond and verify any language or legal requirements associated with a warrant and then facilitate the most appropriate process consistent with the law.

**Q: What should I do if a federal immigration enforcement officer presents me with a warrant?**

**A:** If you are presented with a warrant signed by either a federal judge (legal warrant) or signed by a federal immigration enforcement officer who is seeking to enter housing or other limited access areas of your workspace, you should contact University Police. Then, call UPD at 619-594-1991. The SDSU police can then respond to help facilitate this process and ensure the needs of everyone are met consistent with law.

**Q: What should I do if a federal officer asks me for or gives me a subpoena for personally identifiable private information or records about a student, employee or patient, including international students?**

**A:** Contact UPD to help facilitate this process. Inform the federal officer that you are not obstructing or impeding any investigation but that you have been instructed to contact UPD. Do not escalate the situation or physically intervene. UPD can respond and verify any language or legal requirements associated with a warrant and then facilitate the most appropriate process consistent with the law. This is the safest suggested approach to a complex situation