Illinois Central College

STUDENT GUIDE

2020-2021

Effective 11-20-20

Illinois Central College is committed to ensuring the health and safety of our students and employees.

The following summary provides guidance* on the College’s operations for 2020-2021.

*Guidelines are subject to change with direction provided by the Illinois Department of Public Health, the Illinois Community College Board, the CDC, and the Governor’s Office.

Questions should be emailed to covid19@icc.edu.
# HEALTH, PERSONAL SAFETY, AND HYGIENE

| General Hygiene | Observe proper hygiene per CDC guidelines, including the following:  
|                 | • Wash hands often with soap and water for at least 20 seconds  
|                 | • Use hand sanitizer stations or personal hand sanitizer  
|                 | • Avoid touching your face and sneeze or cough into the inside of your elbow  
|                 | • Disinfect frequently used items and surfaces  
|                 | • Avoid shaking hands or any type of greeting involving touching |

| ON CAMPUS: Health Reporting | Students attending class must complete a daily self-screening* using the HealthCheck 360 system before coming to campus. A link to the system was emailed to students coming on campus prior to the start of the semester. Please access via your email.  
|                            | *Exceptions for students visiting campus for 15 minutes or less to pick up/return documents, books, equipment, etc.  
|                            | • Students with appointments in Student Services must complete the health verification at check-in at the Information Desk.  
|                            | • Anyone feeling ill, diagnosed with or exposed to COVID-19 must notify an instructor immediately. Do not come to campus. |

| ON CAMPUS: Social Distancing | Social distancing of no less than six feet is required |

| ON CAMPUS: Masks or Face Coverings | Masks or face coverings must be worn at all times securely covering the nose and mouth  
|                                   | Extra masks available at Information Desk (309-694-5422) or from faculty.  
|                                   | Students with a medical condition preventing use of a face covering should contact Access Services at (309) 694-5749 or accessservices@icc.edu |

| ON CAMPUS: COVID-19 Exposure | Students who have been on campus and develop symptoms, test positive or have been exposed to someone with COVID-19 must immediately notify their instructor. |

| ON CAMPUS: Return Following COVID-19 Related Absence | Please view the Return Guidelines flowchart. |
### ACADEMICS

| Instruction | Students must complete an Assumption of Risk and Release form provided by the instructor on the first day of in-person class.  
| All classes will use Blackboard for the following: syllabus, mode information and explanation of modality, any alternative virtual platform used with directions, office hours, and faculty contact information.  
| Online instruction will continue through the end of the Fall semester. The Spring semester will also be online and begins January 19. |
| Computer Labs | Open student computer labs: (Closed Nov. 23-27; Closed after December 14)  
| 8 am - 8 pm Monday - Thursday  
| 8 am - 4:30 pm Friday  
| East Peoria: TC 210  
| Peoria: Hickory 127 (enter from Parking Lot 1, follow designated entrance and exit signs) |
| Library and Academic Support Center | Visit the Library or Academic Support Center webpages for hours of operation and virtual tutoring.  
| "Live Chat" virtual support for library services available 24/7  
| Smartthinking online tutoring support available on Blackboard 24/7 |
| Student Technology | **Standard Computer Requirement**  
| Technology rentals available through Bookstore |
## College Services

College will be Closed on November 26-29 and December 24-January 3

| Virtual Student Services | • Student Services extended virtual hours:  
8 am - 7 pm Monday & Tuesday (Nov 23-25 & Dec 21-23 until 4:30 pm only)  
8 am - 4:30 pm Wednesday - Friday  
• Bookstore Web Orders:  
  Visit the [Bookstore Online](#) or email [bookstore@icc.edu](mailto:bookstore@icc.edu)  
• ICC [Helpdesk](#) extended virtual hours:  
  7 am - 6:30 pm Monday-Thursday*  
  7 am - 4 pm Friday  
  4 - 8:30 pm Sunday (Closed Nov 22 & 29, Dec 27, and Jan 3)  
  *Nov 23-25 until 4:30 pm only; Dec 28-31 from 9 am – 1 pm only  
• Current students visit [MyICC](#) or refer to [Virtual Services](#) |
|------------------------|---------------------------------------------------------------|
| ON CAMPUS Student Services | • [Student Services](#)  
  Enrollment, Financial Aid, Advising and Counseling, Testing Center:  
  8 am - 4:30 pm Monday - Friday  
  East Peoria & Peoria Campuses  
  Saturdays Hours: 9a-1p on January 9 & 16 only  
• [Bookstore](#):  
  8 am - 4:30 pm Monday – Friday - EAST PEORIA CAMPUS ONLY  
  Rental Returns and Book Buyback: December 8-14 from 8:30 am – 4 pm  
  Closed November 23  
  Spring 2021 Books: Online and in-store sales begin January 7  
• [Campus Police](#): (309) 694-5223 or via [ICC Guardian](#)  
• Fitness Center: Limited to Campus Housing residents and athletes only by appointment.  
  8 am – 7 pm Monday – Friday*  
  8 am – 12 pm Saturday  
  *Open 10 am – 7 pm on Nov. 23-25 & Dec 28-30 |
| Closed Services | The following services are closed through the semester:  
• Child Care Center  
• Campus Dining  
• Food Pantry |
## CAMPUS ACCESS

College will be Closed on November 26-29 and December 24-January 3

<table>
<thead>
<tr>
<th>Building Access and Navigation</th>
<th>Current and prospective students who need to conduct business, attend class or open labs, testing, or attend appointments are permitted to enter ICC buildings and must:</th>
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<tbody>
<tr>
<td></td>
<td>• Follow the appropriate health verification procedures in place.</td>
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<td>• Always wear a minimum of a cloth face covering* securely over the nose and mouth. If you do not have a mask, one will be provided.</td>
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<td>• Be prepared to show an ICC Student ID.</td>
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<td>• Maintain a social distance of at least six feet.</td>
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<td>• Access points are limited and noted with signage. Please follow directional walking traffic patterns.</td>
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<td>*Exceptions include children under 2 and anyone with an underlying health condition that makes wearing a face covering not possible. (A note from your PCP may be required.)</td>
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### East Peoria Campus Entrances:

The main entrance is open to most buildings on campus. Restricted building entrances are outlined below:

- **Administration Building:** Entrance for Student Services and Bookstore located under walkway by the atrium. ADA entrance located closest to the Performing Arts Center and Career Center.
- **Technology Center:** Main Entrance open for student computer lab use
- **AIT Building:** Center of upper level near CAT Building and upper level from pedestrian bridge near the Performing Arts Center

### Peoria Campus Entrances:

The main entrance is open to most buildings on campus. Restricted building entrances are outlined below:

- **Arbor Hall:** North and East entrances open
- **Birch Hall:** South entrances near Lot 2

- Visit [Maps, Hours, and Parking](#) for more information.

### Events

- Student events and clubs will be virtual

### Common Areas and Restrooms

- A limited number of common areas are open and configured for social distancing.
- Restroom access is limited and only available for use based on open offices and hybrid class locations.

### Campus Housing

- **Office hours:**
  - 8 am - 4:30 pm Monday – Friday
  - 12 pm - 4 pm Saturday
  - Closed Sunday
- **Clubhouse access restricted to laundry and mail only:**
  - 8 am - 8 pm Monday – Friday
  - 12 pm - 8 pm Saturday - Sunday
- **Residents are allowed one guest at a time.**
**TRAVEL**

| Co-Curricular Travel | • College-related travel limited to 100 miles from campus  
|                      |   o College travel to specific counties may additionally be restricted based on IDPH guidelines  
|                      | • Reduced capacity (one person per section of seats or row) in vehicles  
|                      | • Masks required in vehicles when another person is present  
|                      | • Recommended use of individual personal vehicles for travel to practice sites  
| International Travel | • No college-related international travel  
|                      | • International students will be informed of CDC guidelines and required to be in the US 14 days prior to access to campus or any campus activity. |

**ATHLETICS**

| Athletics | • Athletics guidelines are based on the NCJAA guidelines. Every sport may have unique parameters. Final policy is based on ICC administration approval.  
|           | • Coaches and student athletes will complete a daily self-screening using the HealthCheck 360 system before arriving at CougarPlex. A link to the system will be emailed to athletes prior to the start of practices. Please access via your email.  
|           |   o See Health, Personal Safety, & Hygiene section for more info  
|           | • Student athletes must complete an Assumption of Risk and Release form provided by the coach on the first day of practice.  
|           | • Use designated entrance, exits, and locker rooms.  
|           | • Only one team may conduct practice in a space at one time.  
|           | • Access to CougarPlex is limited for athletes to 15 minutes before and after scheduled practice time.  
|           | • Minimum of one hour between practices and events for cleaning and sanitizing.  
|           | • Equipment should not be shared. If unavoidable, use provided wipes to sanitize shared equipment. |