

Good evening ICC community,

Day two of shelter in place and operating the college virtually. I am so proud of the progress that has been made in every area. Take a minute to congratulate yourself for the work you have been doing. Much of it certainly falls into the 'out of the ordinary' category. We are all working diligently to make sure processes are in place for classes to begin on Monday. Summer enrollment is being promoted through marketing, and we still plan to enroll students for fall classes on Monday, April 6. The College is operational and continuing to serve students.

Here are the updates for today:

- A text message was sent to all students stating the following:
  - Please check your ICC email. Instructors will contact you by email before classes begin Monday. Please reach out to your instructors with questions.
- For those of you who forwarded their phones prior to leaving campus and would like to have this reversed to keep more phone lines open for student calls, please submit a ticket to [helpdesk@icc.edu](mailto:helpdesk@icc.edu) to have call forwarding disabled. While there is no way to deactivate this remotely, IT can address it from their end.
- If you haven't visited [icc.edu/virtualseervices](http://icc.edu/virtualseervices), please do. We are working to provide students with a clear page highlighting our virtual services and resources that are available.
- For those of you who process Purchase Orders, instructions have been added to the Work From Home Resources on ICCnet. You can view the instructions [here](#).
- And finally, if you or your staff are having technical challenges, please have them review the information posted on ICCnet, [Work From Home Resources](#) before calling the Help Desk. These resources are easily accessed through the 'waffle' on Office365, and most questions can be answered there.

Remember, no storm lasts forever. Hold on. Be brave. Have faith. This too shall pass. Illinois Central College is a shining light of hope during these uncertain times. An education essentially provides the hope that things can be better. Take care of yourselves and your loved ones as ICC continues to be that light of hope for our students.

All the best always,

A handwritten signature in black ink that reads "Sheila Quirk-Bailey". The signature is written in a cursive style with a large, stylized initial 'S'.

Sheila Quirk-Bailey