Who is Permitted on Campus?

- Only a limited amount of staff members and administrators deemed **essential employees**.

- Only a limited number of faculty teaching hybrid courses and students enrolled in **hybrid courses with labs and other on-campus components**. Courses meet in person and on campus with additional learning online. Students will meet on campus for labs, studios or clinical work. Face-to-face meeting days and times for each section will vary depending on the course and learning needs.

- **With pre-approval only**, COD faculty, staff and administrators may receive permission from their supervisors to enter campus. **All requests must also receive approval from their supervisors’ Cabinet Officer**.

The physical campus is closed to the public.

We encourage the community at-large to connect with COD virtually and with social media.

- facebook.com/collegeofdupage
- instagram.com/collegeofdupage
- twitter.com/collegedupage
- youtube.com/collegeofdupage
- linkedin.com/school/college-of-dupage

**These guidelines are consistent with guidance from the following:**

- The Centers for Disease Control and Prevention
- The Illinois Department of Public Health
- The Office of the Illinois Governor

**These guidelines are subject to change at any time based on guidance from the College, local, state or federal authorities.**
CAMPUS SAFETY GUIDELINES
for Limited Students, Faculty and Staff

Anyone entering a College of DuPage building or facility must:

- Have his/her temperature checked by a screener and answer brief questions.
- Wear a face mask. The face mask must cover your mouth and nose. Please note that any student or staff who does not wear a mask or maintain social distance as required will be asked to immediately leave campus. All faculty are also required to wear face masks.
- Show your College ID or other form of identification.
- Maintain social distancing. Stand six (6) feet apart when meeting, talking or standing in line.

The following doors will be accessible for spring term:

- HEC, Door #1
- TEC, Door #7
- HSC, Door #1
- SRC, Door #7
- MAC, Door #1
- CHC, Door #3

All other doors on campus will be locked.

Please stay home if you are sick.

Any faculty, student or staff employee who has reason to suspect they were exposed to anyone believed to have COVID-19 or any infectious disease MUST report it immediately to their supervisors (for faculty and staff) or instructor (students).
Spring 2021 PLANS

College of DuPage has several plans in place to help students learn in a safe environment and continue their goals this spring. Our plans to continue education are based on guidance from the DuPage County Health Department, Centers for Disease Control (CDC) and phases in the Restore Illinois plan.

Until further notice, no College facilities will be available for student use. The library, computer laboratories and other laboratories will be physically closed, but many online services remain available.

For more information on spring term, visit cod.edu/spring2021.

Student Services

Student services and resources are available via phone, video chat and email during the COVID-19 pandemic.

Visit cod.edu/coronavirus/student-resources.aspx for more information.

Students who may have questions regarding their technology needs should contact the library chat. library.cod.edu/ask

While offices will be closed for face-to-face transactions, all departments will maintain their online pages and will have email and phone access.

Campus Events

We have several virtual events scheduled. Go to MAC and Dialogue Over Distance websites to learn more. All in-person events have been cancelled, until further notice.

This spring, College of DuPage will offer three types of classes:

Virtual Classroom Meetings (VCM)

Also called synchronous online learning, courses meet completely online in real time at specified days and times using video chat software. All assignments are submitted online. This format is designed to allow students regular face-to-face contact in a virtual format.

Online (NET)

Also called asynchronous online learning, courses are taught completely online following instructor timelines and learning outcomes. Students interact mostly through discussion boards and written messages and all assignments are submitted online.

Hybrid (HYB)

Courses meet mainly online with additional meetings occurring in person as necessary to accomplish learning objectives. Students will meet on campus for labs, studios or clinical work. Face-to-face meeting days and times for each section will vary depending on the course and learning needs.

All of these courses have online components. To ensure success, students should do their best to have access to computer hardware and software, including a webcam and Wi-Fi service.

The College reserves the right to convert initially designated hybrid courses to Virtual Classroom Meeting (VCM) or Online (NET) delivery if environmental conditions warrant it.

What to Expect ON CAMPUS

Here are some helpful tips if you are allowed on campus this spring.

_Students, faculty and staff are encouraged to leave campus immediately following their class or time on campus. This will ensure a safe campus._

**Student Lounges/Common Areas**

In order to promote social distancing, seating has been removed, spaced or blocked. We ask that all students, faculty and staff limit their time on campus.

**Cafeteria**

The cafeteria is closed.

**Eating on Campus**

Students are encouraged to eat in their vehicles or outside, weather permitting.

**Water Fountains and Water Refill Stations**

Students are discouraged from using drinking fountains, but bottle fillers will still remain available. Students and staff are encouraged to bring their own water.

**Vending Machines**

Vending machines throughout campus will be turned off during spring term.

**Chaparral Fitness**

Chaparral Fitness is open to student-athletes only. This plan allows Chaparral Fitness to operate as a strength and conditioning facility for student-athletes, provide programming/training for those athletes and support coaches in the preparation of their teams for when competition can safely resume.

**Library**

The library is here to serve you virtually! The library website ([library.cod.edu](http://library.cod.edu)) is your gateway to accessing digital resources, including ebooks, journal articles, streaming media and audiobooks. You can contact us by email, text and chat during our virtual open hours for help finding and using library resources. If you need in-depth research assistance, librarians are available by appointment for a one-on-one phone or virtual consultation. You can even book a virtual study room. Find tips on using the library from home at: [library.cod.edu/covid-19/library](http://library.cod.edu/covid-19/library).

**Bookstore**

The College of DuPage Bookstore is operating online. Curbside pickup is available and is free for all online orders. For more information, call (630) 942-2361 or email 0784mgr@follett.com.

**Wi-Fi Access Point**

A Wi-Fi access point is located in the parking lot between the HTC, TEC and HEC buildings (see map). Approximately 40 cars can park within the coverage area. An additional Wi-Fi access area is being installed on the east side of campus and will be available prior to spring term. Watch for more information on this installation.
HOURS of Business OPERATION

Spring Business Hours
Monday to Thursday: 8 a.m. to 7 p.m.
Friday: 8 a.m. to 5 p.m.
Saturday and Sunday: Closed

Campus Central
Contact Campus Central for any general college/enrollment inquiries:
Monday to Friday, 8 a.m. to 7 p.m.
Saturday, 9 a.m. to 1 p.m.
(630) 942-3000
campuscentral@cod.edu

CLEANING and SAFETY

College of DuPage is committed to ensuring the health and safety of students, faculty, staff and the community. We have implemented additional cleaning and disinfecting throughout the campus with hospital-grade supplies. Hand sanitizing stations are available throughout campus.

With respect to air quality, the College continues to take safety measures. In general, airflow within COD buildings will provide 25 to 35 percent more air changes/per hour/per person. In addition, COD mechanical systems for its buildings are equipped with filters with high Merv ratings, which engineers check for cleanliness and change regularly.

NOTICE

Any faculty, student or staff employee who has reason to suspect they were exposed to anyone believed to have COVID-19 or any infectious disease MUST report it immediately to their supervisors (for faculty and staff) or instructor (students).

For more information, visit cod.edu/spring2021.

For ADA accommodations, please email access@cod.edu with the event title in the subject line and your accommodation request. Please email two weeks in advance.

The College will not discriminate in its programs and activities on the basis of race, color, religion, creed, national origin, sex, age, ancestry, marital status, sexual orientation, arrest record, military status or unfavorable military discharge, citizenship status, or physical or mental handicap or disability.

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