

CAMPUS SAFETY PLAN FOR STUDENTS

EFFECTIVE AUGUST 20, 2021

Millikin continues to be committed to the fight against COVID-19. This Safety Plan is a guide to best practices and outlines the requirements Millikin University is continuing to ensure the health and well-being of our entire Millikin community. For continued updates, including frequently asked questions and answers, visit millikin.edu/covid19.

Millikin University's response to COVID-19 seeks to protect the health of our community, while continuing our vital mission of teaching and delivering on the promise of education. Millikin's plan continues to be consistent with local orders and ordinances of the City of Decatur and Macon County, as well as recommendations from Restore Illinois, the Centers for Disease Control and Prevention (CDC), Illinois Department of Public Health (IDPH), Macon County Health Department (MCHD) and Millikin's Advisory Taskforce. Recognizing that the pandemic is an ever-changing situation, this guide will be revised accordingly and can be viewed online at millikin.edu/health/coronavirus-and-covid-19/current-students.

The CDC recently announced changes to its guidance regarding mask requirements and issued a mask mandate. In turn, Millikin's requirements for mask-wearing are also changing.

Beginning Monday, August 2, any person on Millikin's campus — vaccinated or non-vaccinated — will be required to wear a mask while indoors. Masks will not be required outdoors. Millikin will follow this new guidance until further notice.

Millikin continues to ask students to upload their COVID-19 vaccination records using the "Upload Vaccinations" icon on myMillikin. Non-vaccinated persons will be tested once a week for COVID-19 and must maintain social distancing according to guidelines.

CAMPUS EXPECTATIONS & GUIDELINES

STUDENT RESPONSIBILITIES

All students are expected to fully comply with the policies and guidelines set forth in this Campus Safety Plan. All students share in the responsibility of protecting the health of our community. If we each implement the measures set forth in this guide, the combined effect will reduce the risk of spreading COVID-19 at the University.

COVID-19 TESTING REQUIREMENTS

Students, faculty and staff who are not vaccinated against COVID-19 will be required to test weekly through the Millikin SHIELD Clinic in Dolson Hall. Vaccinated students are asked to upload their COVID-19 vaccination record to myMillikin. Unvaccinated students must begin testing the week of their arrival on campus. Direct contacts, symptomatic individuals and those needing testing for other reasons may also access the clinic free of charge. Dependents and partners of Millikin students, faculty and staff may also choose to test at the clinic for a nominal charge that is assessed to the employee or student account.

For COVID-19 screening, create your SHIELD Illinois portal account and schedule an appointment.

In order to get tested, individuals should register at the website below using the URL and Agency Code provided to create a portal account. Students should use their Millikin email and campus address to enroll. Enrollment is quick and takes 2-3 minutes to complete. Once you submit your information, you will be sent a verification code to enter and confirm your identity. This verification code, which is texted and emailed to you, is only active for five minutes. Individuals who have previously tested with SHIELD at Millikin do not need to register again, previous registrations remain active.

Website: shieldilportal.pointnclick.com

Student Agency Code: mlkn-no1kyw19

Schedule Testing

Once individuals set up their portal account, they should select a time to test. This creates a QR code in the patient account. Please bring a screenshot/printout of that QR code to the appointment. Only Millikin's site hours of operation will appear on this new scheduling tool, making it easier to set up a time to test.

Testing Instructions

Please bring a photo ID and your cellular device with appointment QR code. Individuals should not eat, drink (including water), chew gum, smoke or use tobacco products within 60 minutes of providing a saliva sample. Doing so could produce an inconclusive result and require the individual to re-test. Test results will be posted in the patient portal after the lab results are completed. As always, if participants need help creating an account, they may call the SHIELD patient support line at 217.265.6059, 24 hours a day, 7 days a week.

COVID-19 testing criteria related to travel.

Vaccinated individuals have no travel restrictions. They do not have to quarantine or test upon return from their travel.

Travel restrictions remain in effect for **unvaccinated individuals**. If traveling by airplane, train, other mass transit, or internationally, upon return they must:

- Quarantine for three days.
- Take a COVID test on the third day.
- If the test is negative, return to normal activities.
- If the COVID test is positive, contact Student Development. Isolate for the recommended full isolation period as designated by the Macon County Health Department or the health department having jurisdiction.

SYMPTOM MONITORING REQUIREMENTS

All students, even those fully vaccinated, must be free of ANY symptoms potentially related to COVID-19 or must have been evaluated and cleared by their medical provider to be eligible to return to campus and/or attend classes. **If you are sick, stay home.**

All students should self-monitor symptom onset daily to lessen the spread of COVID-19. If you have questions about your exposure, have a recorded temperature of over 100.4 degrees or have any of the listed symptoms, you should contact your medical provider for an assessment and COVID-19 testing. If you are experiencing symptoms, please complete the Symptom Tracker on myMillikin and contact Student Development.

Students with temperatures above 100.4 degrees may return to classes only when symptom-free for 72 hours (without the use of fever-reducing medications) and at least 10 days have passed since the symptoms first appeared. Otherwise, they must produce a negative COVID-19 test.

At this time, symptoms include one or more of the following:

- Fever or chills
- Muscle or body aches
- Cough (worse than usual if you have a daily cough)
- Shortness of breath or trouble breathing
- Headache (worse than usual if you have headaches)
- Scratchy or painful sore throat
- New loss of taste or smell
- Congestion or runny nose (not associated with seasonal allergies)
- Nausea, vomiting, diarrhea or stomach cramps
- Dizziness and lightheadedness
- Fatigue that is unusual or more severe than normal

When on campus, you may contact the Millikin Health Clinic at 217.424.6360 or Public Safety at 217.464.8888 for assistance in being evaluated and receiving care.

If your answer is yes to either of the following questions, stay home.

Please also contact Student Development at 217.424.6395 or stdev@millikin.edu.

Are you unvaccinated and have been in close contact with someone with a confirmed or suspected case of COVID-19 in the past 14 days?

Have you been asked to self-isolate or quarantine by a medical professional or public health official?

If you do have symptoms, please contact your primary care provider. Individuals without a primary care physician can call:

Millikin Health Clinic	217.424.6360
HSHS Medical Group Patient Advocate	844.520.8897
Crossing Healthcare	217.877.9117
SIU School of Medicine	217.872.3800

PERSONAL SAFETY PRACTICES

FACE COVERINGS

Beginning Monday, August 2, any person on Millikin's campus — vaccinated or non-vaccinated — will be required to wear a mask while indoors. Masks will not be required outdoors. Millikin will follow this new guidance until further notice.



Millikin University intends to follow MCHD and IDPH guidance requiring face coverings usage. If guidance changes, Millikin will conform its policy to that change.

Face coverings **are not** required to be worn in private rooms when the student is alone. You may wear your own cloth face covering, but it should be worn only for one day and then properly laundered before using it again. Face coverings that are deemed to be racist, sexist, indecent, illegal, inciting or in any way oppressive in nature will not be permitted. If you forget/misplace your face covering, Millikin will have designated locations to pick up a replacement mask. Designated locations include the information desk in the University Commons and Office of Public Safety.

PHYSICAL & SOCIAL DISTANCING

Since individuals can spread the virus before they know they are sick, ***it is important to maintain distance when possible.***

Non-vaccinated individuals are expected to continue to:

- Stay at least six feet from others at all times.
- Stay out of crowded places and avoid mass gatherings.
- Greet individuals without shaking hands.

HANDWASHING & HAND SANITIZING

Washing our hands is one of the easiest and most important things we can do to stay healthy and stop the spread of bacteria and viruses.

Wash your hands with soap and water for at least 20 seconds, especially after you have been in a public place, or after blowing your nose, coughing, sneezing, touching your face or when entering and exiting a building.

If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands, and rub them together until they feel dry.

COUGHING/SNEEZING HYGIENE

If you are in a private setting and are not wearing your face covering, remember to always cover your mouth and nose with a tissue or use the inside of your elbow. Always dispose of used tissues in a trash receptacle.

CAMPUS OPERATIONS

BUILDING ACCESS

Access will return to near normal, with primary academic and administrative buildings open Monday through Friday from 7 a.m.-7 p.m. Campus buildings will remain card-access only for all after-hours entry. Please do not hold or prop open exterior doors for any other person.

University Commons will be accessible during dining operations hours. Anticipated hours are 7 a.m.-10 p.m. Monday-Friday, 10 a.m.-10 p.m. Saturday and Sunday and as scheduled/needed for approved events outside these hours.

FACILITIES/CLEANING

Enhanced cleaning of all common areas and classrooms will be performed regularly by Facility Services, including regular disinfecting of frequently touched surfaces (restrooms, door handles, handrails, elevator buttons, hard surfaces, tables, chairs, drinking fountains, etc.).

- Additional cleaning supplies will be made available upon request for all office areas and classrooms.
- Portable hand-sanitizing stations have been installed around campus.

CAMPUS LIFE

HOUSING

While it is difficult to maintain full physical distancing in on-campus housing, and even modified guidelines may be difficult to achieve, considerations to decrease the risk for exposure within traditional residence halls, campus apartments/suites, campus fraternity/sorority houses and other on-campus housing arrangements must be implemented.

Millikin University will follow best practices as outlined by the American College Health Association, Association of College and University Housing Officers-International, the Centers for Disease Control and Prevention (CDC), the Illinois Department of Public Health (IDPH) and the Macon County Health Department (MCHD).

Additional expectations regarding housing can be found in Millikin's ***Everything You Need to Know About Living On Campus*** brochure at millikin.edu/residence-life.

MOVE-IN PROCEDURES

Move-in operations will be completed using a staggered sign-up model. A detailed move-in plan will be sent out by July 15. At that time, residents will sign up for move-in times.

RESIDENTIAL OPERATIONS

Outside guests will be permitted in the residential units, and roommate changes will be permitted to support health and wellness. Unvaccinated residents will be required to wear face coverings while in public spaces. All residents must abide by social distancing guidelines and monitor their temperatures daily.

Enhanced cleaning, according to the CDC guidelines, will continue in all common areas and high-touch surfaces, with a focus on restrooms. COVID-19 prevention information will be posted prominently in common areas.

In the event of a residential student becoming a confirmed or suspected COVID-19 case, temporary isolation spaces in Huss House will be utilized. If necessary, these spaces may also be utilized to assist with a campus quarantine of an asymptomatic contact of a confirmed case.

FIRST-YEAR RESIDENCE HALLS

We will return to our standard double occupancy housing model this fall for our first-year residence halls. Our upperclassmen apartments will remain unchanged with housing students in a suite-style format. Many of the Greek approved housing options will return to double and small group occupancy housing as well. We will also resume our normal residency requirement, requiring students to live in University-approved housing (residence halls or Greek chapter houses).

Students may seek housing exceptions, such as medical accommodations, through our established processes. All move-in procedures, pre-COVID, will be in use, and we will open campus residential facilities for outside guests. New Student Welcome Week, August 17-22, will be an in-person experience.

UPPERCLASS HOUSING OPTIONS

Fraternity and sorority chapters will offer an operation with single occupancy housing. Dormers will be used in Alpha Chi Omega, Delta Delta Delta and Pi Beta Phi with modifications.

The Woods at Millikin apartments are already low-density spaces with individual sleeping rooms and only two students per restroom. Continued attention will be paid to monitoring student health across the complex, responding to symptomatic students and cleaning of common spaces.

DINING SERVICES

Millikin Dining will continue to diligently do their part to ensure the safety of students, faculty, staff and guests. The dining area's capacity will be slightly reduced to 250, and tables will be placed with about four feet of space around them. In addition:

- Dining staff will be re-trained on food safety, including sanitization procedures, and will be required to conduct a self-assessment prior to reporting to work.
- Plexiglass barriers will remain in place.
- Patron self-swipe machines will continue to be utilized for contactless meal purchase.
- High traffic areas will be sanitized every 30 minutes during peak periods.
- Hand sanitizer will be placed at self-serve stations.

ENGAGEMENT & ATTENDANCE POLICY

We understand that students who experience disruption due to COVID-19 will need flexibility and care during their recovery and/or quarantine. As such, students will not be penalized for missing a face-to-face class due to symptomatic illness or following a quarantine order, but they are still required to complete all assigned work. Students may be assigned additional work to engage with course material missed during absence from class. Students should feel comfortable contacting their faculty members with any questions or concerns.

ACADEMIC & CLASSROOM GUIDANCE

Fall courses will be held on campus, with some courses utilizing technology tools for a portion of the course content. International travel courses are expected to resume in January 2022 with the exception of international business students.

- Classrooms will be used at full capacity with seat spacing of three feet to assist with social distancing. Students and faculty will abide by stated maximum room occupancy signage posted on the entrance to each classroom.
- Unusable seats will be identified with signage stating the seat is closed.
- While in the classroom, unvaccinated students and faculty are required to wear a face covering at all times.
- Students and faculty are required to maintain at least three feet of social distance from one another at all times.
- Faculty reserve the right to ask non-compliant students to leave the classroom at any time. Non-compliance will be reported to the appropriate department chair, director or dean.

All learning experiences (i.e., internships, practicums, clinical, student teaching, performance-related courses) will be managed by the overseeing faculty member. Please reach out to the faculty advisor or chair for specific questions.

ACADEMIC ACCOMMODATIONS

Students who are high-risk for COVID-19 or have other learning needs due to COVID-19 should be encouraged to contact Carrie Pierson, Senior Director for Center for Academic & Professional Performance, at cperson@millikin.edu or 217.424.3999, as soon as possible if they need accommodations. Students can request accommodations at any time, and if their accommodations are approved, they will take effect immediately.

MENTAL & EMOTIONAL SUPPORT

Millikin's Student Mental and Behavioral Health (SMBH) team is available for support. Contact SMBH at 217.424.6360 or contact Chris Morrell, Director of Student Mental and Behavioral Health, at cmorrell@millikin.edu. Individual and group counseling is available, as well as support groups. Psychiatric services through counseling referral is also provided.

ADDITIONAL SUPPORT SERVICES

Information Technology is taking several steps to prepare for the return to face-to-face instruction, and also other possible scenarios in order to provide the best educational experience for our students and faculty.

These steps include the following:

- Digital signature and online form solutions to accommodate more efficient and contactless approval; and
- Additional wireless access points installed in residence halls to accommodate capacity, should students attend class from their rooms.

FINANCIAL ASSISTANCE

We realize that COVID-19 not only disrupts the physical and emotional health and safety of our students, but also the financial security of many of our students and families. We have several resources available to assist with the needs associated with financial disruption.

Emergency Student Support Grants and Hardship Loans:
millikin.edu/millikinstudentemergencysupportfunds

Big Blue Food Pantry:
contact campuslife@millikin.edu to access

Technology & Educational Supply Assistance (i.e., loaner computers and internet access support):
capp@millikin.edu