



## **ANSWERS TO COMMONLY ASKED QUESTIONS**

Quincy University's Response to the COVID-19 Pandemic

The following are some frequently asked questions and answers on the COVID-19 pandemic with regard to the Quincy University campus. You can find the latest information at [www.quincy.edu/coronavirus](http://www.quincy.edu/coronavirus). This Q&A document is intended primarily for students and their families.

New information about the COVID-19 pandemic continues to be provided to Quincy University and the general public by federal, state, and local authorities. QU will revise this document from time to time to update its contents. The most current information available from QU about the pandemic response may be available in email messages sent directly to students, faculty, staff, and family members.

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*Most Recently Updated:* July 13, 2020 (*updates denoted with \**)

### **Q: Where do I need to wear a facemask when on the Quincy University campuses?**

**A:** When you come to campus this summer and fall, you will need to wear a mask any time you are in a hallway, public restroom, campus office with other people present, or in a classroom, laboratory, or any other space where other people are present and social distancing cannot be guaranteed.

Students and faculty should wear facemasks when entering, leaving, or moving around a classroom or lab. Under certain conditions, faculty have the discretion to allow seated students to remove masks if the appropriate physical distance has been achieved. Students always have the option to keep masks on during a class meeting or lab.

If you have come to campus and have forgotten your mask, please call the phone number posted on most exterior campus doors, so that someone can bring a mask to you.

If you are alone in a campus office or room, or are in your residence hall room with your roommate, you will have the option to remove your mask. You should put your mask back on if someone else comes in the room.

If you are outdoors, you have the option to remove your mask if you are walking alone or can safely maintain a distance of six feet or more from other people.

**Q: Why is Quincy University requiring that students take a COVID-19 viral test at the beginning of the 2020 Fall terms?**

**A:** Beginning with the 2020 Fall Semester or term, every undergraduate and graduate student who begins face-to-face courses at Quincy University is required to get a **COVID-19 viral test** (also called a diagnostic test) no earlier than seven (7) days prior to arrival on campus. The COVID-19 antibody test will not be accepted.

At a time when many students are coming to Quincy University from other cities, states, and countries, testing is intended to reduce the risk of COVID-19 transmission by infected persons who have developed COVID-19 symptoms or by infected persons who do not show COVID-19 symptoms. Because many students are in contact with each other both inside and outside the classroom, and because there has a mid-summer rise in much of the United States of COVID-19 cases, Quincy University and other universities are requiring documentation of a negative COVID-19 test or that students take a test at the time they first come to campus for the academic term.

Students will be required to turn in the written documentation of the test results upon arrival at Quincy University, or they will be tested on site at check-in. Please have the test conducted at a testing center convenient to your current residence, with the support, if appropriate, of your current insurance provider.

For example, a student who is scheduled to check-in on August 1, 2020, should have a test completed no earlier than July 25 and be able to present written confirmation of a negative COVID-19 test result at the time of move-in.

If you cannot be tested for any reason, or if there is a delay in the receipt of your test results, please contact Dr. Tracy at [tracych@quincy.edu](mailto:tracych@quincy.edu). Any student who receives a positive COVID-19 viral test result should contact Dr. Tracy for further instructions.

Students who only intend to take online courses during the 2020 Fall Semester and are not living on the QU campus or participating in a meal plan are exempt from this requirement. Any subsequent change in registration that includes a face-to-face course will require fulfillment of the university's COVID-19 test requirement, as directed by Dr. Tracy or Dr. Tracy's designee.

Policies relevant to QU employees and COVID-19 testing are published in Quincy University's most recent *Temporary COVID-19 Policy*. This Policy for employees was first published on April 1, 2020, and is updated periodically. The COVID-19 policies for employees are different than those for students, as employees use campus differently than the great majority of students.

**Q: Is it a violation of HIPAA rights for a student's COVID-19 viral test results to be provided by the student to Quincy University?**

**A:** No, it is not a violation of HIPAA rights to require that students provide this information to the university, just as it is not a violation of HIPAA for universities to require proof of certain immunizations. Other universities also are requiring documented evidence of negative COVID-19 status.

**Q: Is a COVID-19 viral test painful?**

**A:** At present, this test uses a swab that is inserted in a person's nose. The experience is brief, unusual, and uncomfortable, but medical experts do not describe it as painful. President McGee's adult children have both had the viral test – one of them in Quincy – and found the test to be very brief and only mildly annoying.

You can watch this March 2020 video from a New Mexico television station to see a description and video explaining the testing process: <https://www.kob.com/albuquerque-news/covid-19-doctor-explains-how-the-nasal-swab-procedure-works-/5678373/>. The long lines depicted in the video are not presently applicable in Quincy, Illinois, though some parts of the southern and western United States do have lines at COVID-19 testing centers.

President McGee will take the viral test at the end of July 2020 and publicly share his results.

**Q: Who will pay for COVID-19 tests for students?**

**A:** Students are being asked to pay for the test and, if applicable, process a claim against their own insurance. Our request in this case is no different than the request that students demonstrate they have been immunized, at their own expense, against certain diseases (e.g., measles). Students who have difficulty securing a COVID-19 test for any reason, including financial reasons, should contact Dr. Tracy, as noted in an email previously sent to students.

**Q: If students do not have COVID-19 symptoms, will healthcare professionals provide a COVID-19 test?**

**A:** Yes. If questioned, students should present physicians or testing centers with evidence of QU's requirement for COVID-19 test results. If a student has difficulty securing a test for any reason, the student should contact Dr. Tracy, as previously instructed.

**Q: If students cannot or will not be tested, will online class options be offered for Fall 2020?**

**A:** Students who cannot otherwise secure a COVID-19 viral test for any reason will be tested when they arrive at QU in August. If a student is in this situation, she or he should email Dr. Tracy.

No student will be denied the opportunity to attend face-to-face classes because of a problem securing a COVID-19 test in the student's home town or region. If a student declines to take a COVID-19 test, online course options for almost all students will be available for the 2020 Fall terms.

**Q: How can a student self-quarantine when the student has a job to go to?**

**A:** Students who need to keep their jobs or have essential tasks to complete (e.g., physician appointments) are welcome to do so in the 14 days before arriving on campus for Fall 2020. While students generally should stay home and avoid contact with anyone they don't live with during the two weeks prior to arrival on campus, we understand that some outside contact is necessary and unavoidable. Students are strongly encouraged to mask and maintain the appropriate distance if they work during the 14-day self-quarantine period.

**Q: Is Brenner Library open?**

**\*A:** Brenner Library is open Monday – Thursday: 10:00 a.m. to 2:00 p.m. and closed Friday – Sunday. Library staff are also happy to help you through email via [library@quincy.edu](mailto:library@quincy.edu). Our electronic collections are extensive, including e-books, e-journals, research databases, and streaming videos. These resources may be found on the library's website:

Library's home page: <https://www.quincy.edu/brenner-library/>

Library's e-resource page: <https://www.quincy.edu/academics/brenner-library/e-resources/>

**Q: What academic support services are available for summer courses?**

\* **A:** Success Coaches are available to assist you in person or electronically. Donna Holtmeyer can be reached at [holtmdo@quincy.edu](mailto:holtmdo@quincy.edu) or 217-228-5432, ext 3363 and Brendan McCrudden can be reached at [mccrubr@quincy.edu](mailto:mccrubr@quincy.edu) or 217-228-5432, ext 3364. Of course, you can also contact your professor.

**Q: What measures are being taken to keep the campus clean?**

\* **A:** Our partners at National Management are working hard to continue deep cleaning of campus buildings to maintain a safe environment for those students and employees who are on campus. Our cleaning and sanitizer products are recommended by the CDC. The QU Facilities staff has placed sanitizing hand stations and wipes at the major entrances to campus buildings and in many public areas around campus. Where it is possible to do so, some of you will see door stops used in key areas to reduce physical contact with heavily used doors. In addition, heating and air handling systems have been cleaned in all campus buildings.

Students will be given specific instructions this fall for sanitizing their own work areas in classrooms, labs, and other campus facilities, in addition to the regularly scheduled cleaning of those areas by the QU Facilities staff.

**Q: How should I contact my professor when taking online courses?**

**A:** You can contact your professor via email. You can find your professor's contact information in your course syllabus or at <https://www.quincy.edu/directory/>

**Q: Will the May 2020 commencement be canceled, or will it be rescheduled?**

\***A:** Commencement following the 2020 Spring Semester originally was to be held in May. This commencement is now scheduled for September 5, 2020 at QU Stadium. Communication will be sent to graduates wishing to participate in the ceremony on how to sign-up.

Graduating students who are unable to attend the rescheduled commencement on September 5, 2020, will have the option to participate in the commencement following the 2020 Fall Semester, which is now scheduled for November 25, 2020.

Graduation fees are charged to cover diploma expenses and the administrative expenses for verifying graduation and preparing final student records, including transcripts. As has been true for many years, this fee is charged to all students who graduate, whether they attend commencement or not.

**Q: What if I have a payment plan and can't make the deadline?**

**A:** Families who are experiencing financial difficulties with their student account balances are encouraged to reach out to Kristi Shelton as soon as possible. Kristi will work with you to explore resources that may be available to you and work out a payment plan that will work for you and your family. We encourage you to reach out as soon as possible, as some resources may be time-sensitive. Kristi can be reached by email at [sheltkr@quincy.edu](mailto:sheltkr@quincy.edu), or you are welcome to call her during regular business hours at 217-228-5432 ext. 3724.

**Q: Can I use Quincy University's Health & Fitness Center when I am on-campus?**

\* **A:** The HFC is open for students and members. Hours are Monday – Friday: 12:00 p.m. to 6:00 p.m. and Saturday – Sunday: 12:00 p.m. to 4:00 p.m. Until further notice, all public events in the HFC have been canceled.

**Q: What food service is available on-campus?**

\* **A:** There will not be food service available over the summer break. Food service will resume in August. A final schedule for food service will be announced later this summer.

**Q: What are the hours of the QU Mailroom?**

\* **A:** Mailroom hours will be Monday through Friday from 1:00 p.m. to 4:00 p.m. Please have any mailings brought to the QU Mailroom between these hours. Any mail brought to the mailroom after 4:00 p.m. will not go out until the next business day. Departments and offices will need to pick up their mail during this time also. Email [wingesh@quincy.edu](mailto:wingesh@quincy.edu) outside of those hours for assistance.

**Q: What are the campus building hours?**

\* **A:** The following campus hours are effective Monday, July 13. Hours of operation are subject to change:

**Student Success Center**

Currently closed for remodeling

**Brenner Library**

Monday – Thursday: 10:00 a.m. to 2:00 p.m.  
Friday – Sunday: Closed

### **Health & Fitness Center**

Monday – Friday: 12:00 p.m. to 6:00 p.m. (pool open 12 pm to 2 pm & 4 pm to 6 pm)

Saturday – Sunday: 12:00 p.m. to 4:00 p.m. (pool open 12 pm to 3 pm)

### **Francis Hall**

Faculty/Staff/Student card access available 24/7

Student meetings by appointment only.

Mailroom open from Monday - Friday from 1:00 p.m. to 4:00 p.m.

### **North Campus**

Closed to the public. Faculty/Staff card access available 24/7

Student meetings by appointment only.

### **Student Union**

Closed to the public. Faculty/Staff/Student card access available using lower level key card door.

\*\*The Bookstore will be open for student book drop-off on Monday – Friday from 8:30 a.m. to 3:00 p.m. [www.quincyushop.com](http://www.quincyushop.com) is available for online service.