

Touch of Nature General Building Policies

Alcohol and Tobacco Policy

Southern Illinois University Carbondale prohibits smoking including the use of cigarettes, electronic cigarettes or any other smoking device on SIU's campus for all students, staff and visitors. All Registered Student Organizations and student groups are also prohibited from being in possession of alcohol at Touch of Nature. Departments and Off-campus groups may initiate events providing alcohol when a vendor is chosen from Touch of Nature's Preferred Caterer's List. This vendor must have the appropriate liquor license as required by Illinois law and the City of Carbondale and the vendor has filled out all appropriate paperwork with Southern Illinois University Carbondale. For further information, please see the below links:

- SIU Smoke-Free Campus <http://www.smokefree.siu.edu/>
- SIU Alcohol Policy <http://policies.siu.edu/other-policies/chapter6/alcohol.php>

Animals/Pets Policy

Only service or service animals in training are allowed in buildings at Touch of Nature. Service animals are defined as dogs that are individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, and/or other mental disability. The work or tasks performed by a service animal must be directly related to the individual's disability.

Non-service animals and pets are not allowed in Touch of Nature buildings. Animals whose sole function is to provide comfort or emotional support do not qualify as service animals and are not allowed in the facility unless otherwise approved by Touch of Nature Administration.

For more detailed information on service animals, please visit Southern Illinois University Carbondale Disability Support Service's webpage <http://disabilityservices.siu.edu/guidelines-and-forms/service-animal-policy.php>

Hoverboards, Bicycles, Skateboards and Wheeled Devices

The use of bicycles, skates, skateboards, and other wheeled recreational vehicles is prohibited inside Touch of Nature buildings. Bicycles must be left outside.

Southern Illinois University Carbondale also prohibits the use, possession or storage of hoverboards or similar electronic self-balancing skateboards or scooters on property owned or controlled by the University.

Hoverboards or similar electronic self-balancing skateboards or scooters are defined as a type of portable, rechargeable battery-powered scooter. They typically consist of two wheels arranged side-by-side, with two small platforms between the wheels, on which the rider stands. The device is controlled by the rider's feet.

For more detailed information on hoverboards, please visit: <http://policies.siu.edu/other-policies/chapter6/hoverboards.php>.

Excessive Noise Policy

Excessive noise is not permitted in the buildings with the exception of approved programs, meetings and events. Volume level should be maintained so as not to disrupt other guests or groups using nearby spaces and facilities. The Center reserves the right to monitor and control volume.

Photography/Filming Policy

Photography and filming in the facility is prohibited without prior approval from Touch of Nature Administration. The express consent of those being filmed must be obtained. Touch of Nature staff reserves the right to dictate the locations where filming is permitted as to not interfere with the course of normal building operations. Media outlets may have access as long as these guidelines are followed.

Lost and Found Policy

All lost and found items are turned in to the Administration Office at the entrance to the grounds. For lost and found, individuals may call the Office (453-1121) to inquire about items. To claim a lost item, the individual must bring one of the following:

- State ID
- Driver's License
- Military ID
- Passport
- SIU ID card

The owner of the item must be the individual claiming the item. In the case of a minor, the parent/guardian must claim the item.

Per found items, after 30 days any item will become the property of Southern Illinois University. Items in usable condition may be donated to local charities. Purses and wallets will be given to the Department of Public Safety if the owner fails to claim item after contacted.

Emergency Procedures

The Center utilizes SIU's emergency response plans within Touch of Nature. Emergency Response posters are hung in all major areas and provide proper responses to given scenarios. In the case of an emergency, please refer to the Emergency Response posters and receive direction from Touch of Nature staff.

- In the case of a fire or fire drill, patrons should evacuate through the nearest or safest exit and/or per the instruction of a staff member.
- In the case of any other emergencies (ex: weather, chemical), the staff will communicate proper procedures to guests. At no time may doors, fire exits, hallways, or foot traffic be blocked by individuals or their personal belongings.

Use/Possession of Firearms Policy

The possession, storage, and carrying (concealed or otherwise) of firearms on or in property, real and personal, owned or controlled by the University is prohibited except as follows:

- The firearm is in the possession or control of an on-duty sworn law enforcement officer
- When authorized in writing by the University's Director of Public Safety
- A person licensed by the State of Illinois to carry a concealed handgun may carry a concealed handgun on or about his or her person within a vehicle into a University parking area and may store a firearm or ammunition concealed in a case within a locked vehicle or locked container out of plain view within the vehicle in the parking area; provided, however, that no handgun may be possessed or carried in any parking lot designated as a firearms free parking area

More information on SIU's firearm policy can be found via the following link: <http://policies.siu.edu/other-policies/chapter6/firearms.php>.