

IIT Accommodations and Amenities

A. Main Campus Housing & Residential Services

The university maintains campus housing for the use of undergraduate and graduate students. Campus housing includes both traditional residence hall style housing and apartments. Housing is available during the academic year and summer session. Properties include: McCormick Student Village, Jeanne and John Rowe Village, Gunsaulus Hall, Cunningham Hall, Carman Hall, George J. Kacek Hall, ASA Sorority, Kappa Sorority, and Bailey Hall (closed for renovation).

In addition to housing available during the academic year, Housing & Residential Services offers conference housing during the summer months. Conference reservations should be booked well in advance.

Information regarding available housing types, floor plans, rates and contract terms are available online at: <https://www.iit.edu/housing>.

B. Food Services

1. The Pritzker Club

The restaurant is open to the IIT community. IIT faculty and staff may have their meals charged against their payroll checks. The restaurant is open Monday through Friday from 11 a.m. to 2 p.m. Groups from two to twenty can reserve one of the three private dining rooms by calling the Pritzker-Club at extension 73070.

2. McCormick Tribune Campus Center Court Grill

The McCormick Tribune Campus Center Court Grill serves the entire university community. The Grill is open for lunch Monday through Friday from 11 a.m. to 2 p.m. and again Sunday through Wednesday for late night dining from 7-11 p.m.

3. Einstein Brothers Bagels

This bagel outlet is located on the first floor of Hermann Hall and serves breakfast and lunch Monday through Friday.

4. The Commons

Offering a large variety for residential diners, this location is also open to the university community. Open for breakfast, lunch, and dinner, this dining location offers great variety and the occasional themed "Uncommon Day."

5. The Bog

Open Thursday and Friday from 5 p.m. to 1 a.m., this campus pub serves beer, wine, a specialty drink, and bar foods. Bowling, ping pong, pool, video games, and darts are available.

6. Global Grounds

Global Grounds, an international coffee shop, is open in the McCormick Tribune Campus Center from early morning to late night seven days a week, selling a variety of teas, coffees, pastries, and other snacks from around the world. IPRO, IIT Dining, and Crop to Cup all work together in a creative partnership at Global Grounds.

7. Catering Services

Campus Catering provides catering service seven days a week anywhere on campus, including the McCormick Tribune Campus Center and Hermann Hall. Contact Campus Catering at extension 75251 or email catering@iit.edu. For a full list of food services, visit <http://dining.iit.edu/index.html>.

8. The Michael and Marsha Spak “Spakateria”

The Michael and Marsha Spak “Spakateria” is located on the third floor of the Downtown Campus. The Spakateria is a full-service cafeteria with daily menu items that include soups, a salad and deli bar, made-to-order grilled items, and daily entrees. The hours are 8 a.m. to 8 p.m., Monday through Thursday, and 8 a.m. to 6 p.m., Friday. Vending machines and microwave ovens also are available and are located on the second and third floors of the cafeteria.

C. Athletic Activities

Opportunities are available for staff members to participate in various athletic activities. Included are such sports as softball, handball, gymnastics, swimming, skiing, golf, and tennis. Notices and bulletins of current activities are posted on campus. The Keating facility schedule, including hours of operation, is available on line at the Athletics web site. For more information, contact the Athletic Director at extension 73242.

D. Security Services and Safety Regulations

1. Public Safety

Public Safety officers protect students, faculty, staff, visitors, and property at IIT. Their duties include rendering assistance in the event of accident, fire, flood, personal injury, riot, or other disaster; conducting any investigation the administration may require; aiding in quelling any disturbances; and providing escort service. They are required to enforce university regulations, including those pertaining to proper use of buildings and grounds, and other printed rules of the university. Special notices for contacting the Public Safety Department are posted on campus and in the residence halls. The Public Safety Department may be reached at extension 86300.

2. Safety Regulations

Staff members should be thoroughly familiar with all equipment and operations under their control and should insist that accepted standards of safety are maintained. Absence of adequate safeguards or any other condition that may endanger life or property should be reported to the appropriate department head or supervisor.

3. Smoking

The IIT campuses are smoke free. Smoking is not permitted in any building on any campus except in designated outside smoking areas.

4. Fire Regulations

Every member of the staff is urged to take every possible precaution to prevent fires. In case of fire call the Public Safety Department at extension 86363 and identify the building and floor. Do not hang up immediately, but stand by to repeat information or to answer questions. Once this is done, the individual should leave the room or area and pull the red alarm box located on the walls near stairs and building exits.

E. Photo Identification Cards

Every IIT employee is issued a photo identification card to provide positive identification for cashing checks and for using IIT facilities. Main Campus faculty can obtain identification cards at the Access, Card, and Parking Services Office located on the second floor of Hermann Hall. Downtown Campus faculty can obtain identification cards in the Registrar's Office, Room 220. If an employee's identification card has become obsolete due to name change or some other reason, a new card will be prepared at no cost. Lost identification cards will be replaced upon payment of a fee.

F. Conveniences Available

1. 7-Eleven

A 7-Eleven is located in the McCormick Tribune Campus Center. It is open 24 hours a day, seven days a week.

2. Campus Information Center

The Campus Information Center (CIC), located in the McCormick Tribune Campus Center, is the central location for information. Staff are available 8 a.m. to midnight daily to answer questions about campus activities, provide campus phone numbers, give directions for locations on campus and in Chicago, and assist with information about public transportation. Discounted movie tickets are available for purchase by the campus community, and recreational equipment is available to borrow with an IIT ID. The phone number to the CIC is extension 73700.

3. ATMs

Twenty-four-hour automatic teller machines are located in the McCormick Tribune Campus Center, the HUB, and on the second floor of the Downtown Campus building. There is also 24-hour access to an ATM in the 7-Eleven in the McCormick Tribune Campus Center.

4. Cashier

The Cashier's Office is open from 8:30 a.m. to 4:30 p.m., Monday through Friday, on the Main Campus in the Student Services Center. A cashier is also available at the Downtown Campus, 565 W. Adams, Suite 290, Monday-Thursday, 10 am – 6 p.m., and Friday, 9 a.m. – 5 p.m. (closed for lunch each day from 1-2 p.m.).

5. Bursar

The Bursar's Office is open from 8:30 a.m. to 5 p.m., Monday through Friday, on the Main Campus, Room 205 Main Building. A bursar's office is also located on the second floor of the Downtown Campus building. The Bursar's Office facilitates all interactions that affect a student's experience as it relates to the student's account.

6. Payroll

The Payroll Office is open from 8:30 a.m. to 5 p.m., Monday through Friday, on the Main Campus, 205 Main Building.

7. Accounts Payable

Accounts Payable is open from 8:30 a.m. to 5 p.m., Monday through Friday, on the Main Campus, 201 Main building. Checks are printed on Mondays and Thursdays and are held 24 hours before mailing. Accounts Payable can provide information related to the progress of payments such as check number, printed date, and mailing date.

8. Community Development

The Office of Community Affairs and Outreach Programs at extension 78851 works to strengthen IIT's effectiveness in its surrounding neighborhoods create mutually beneficial opportunities and leverage the university's student, faculty, staff and facility resources to help achieve community development goals in partnership with community organizations, institutions, business and government. IIT works hard to fulfill its obligation as a responsive institutional partner to its surrounding neighborhoods. IIT is not only in the community, but also in an integral part of the community. Many volunteer opportunities are available for faculty and staff.

9. Escort Service

If an individual needs an escort to his or her car, campus residence, a nearby hospital, or the rapid transit late at night, call extension (312)808-6310 for the

Conviser Law Center call (312)906-5030 and a public safety officer will be dispatched.

10. International Center

The International Center, at extension 73680, promotes the benefits of international educational exchange, study abroad, and cross-cultural communication among members of the IIT community. This office provides support services to international students, scholars, and IIT departments on matters related to orientation, visa and immigration concerns. Social, cultural, and educational events are planned by the office and are open to all students, faculty, and staff.

11. Lost and Found

A lost and found service is maintained in the Campus Information Center of the McCormick Tribune Campus Center at extension 73700. Public Safety maintains the lost and found service at the Downtown Campus at the front lobby desk or call Public Safety at extension 65030.

12. Parking

All vehicle owners parking on IIT property (except in designated visitor parking) must register their vehicles with the Access, Card, and Parking Services Office and obtain a parking permit. Certain lots are reserved for faculty or visitors, and there are many no- parking zones. Vehicles violating these restrictions or other parking regulations may be ticketed or towed. No-parking regulations in fire lanes will be strictly enforced. A copy of the IIT regulations governing parking may be obtained from the Access, Card, and Parking Services Office or online at <https://www.iit.edu/acaps/parking/parking-policy>. For added security for vehicles, personal possessions should not be left in view. Valuables should be placed in the trunk and all doors should be locked.

Discounted parking is available to IIT faculty and staff at certain parking facilities near the Downtown Campus. Parking stickers are necessary in order to receive the discounts. To request more information and a free sticker, please send a memo to the Office of Administration and Finance, Downtown Campus, Suite 265.