

UNIVERSITY HOUSING & DINING
SUMMER HOUSING GUIDE 2019
EAST SIDE RESIDENCE HALLS



IOWATM

Welcome

Welcome to the University of Iowa and to Catlett, Daum, Currier and Stanley Residence Halls. The university is pleased to make its adult housing facilities available to individuals who are enrolled in summer camp/conference programs and are mature enough to live independently on campus with limited staff supervision. Because the University Housing & Dining system is not designed to provide custodial supervision for persons under the age of 18, parents are advised to enroll their youth campers/attendees in a summer program only if they believe their camper is mature enough to live responsibly in an environment where building access is not restricted to residents only and where residents are free to come and go as they please within the residence halls during certain hours of the day and evening. Our staff is always available to answer any questions you may have. In order to make full use of the facilities and services in the halls, please refer to the information in this guidebook.

Residence Hall Information

AUTOMATED TELLER MACHINE (ATM)

There is an (ATM) in the Iowa Memorial Union basement near the Java House. The Catlett, Daum and Currier/St Stanley desks do not cash checks, take foreign currency, or make change.

BUILDING DESKS

The Catlett desk (319-335-1249) is open 24 hours a day while camps and conferences are in session, May 28-July 27. The Currier/St Stanley desk (319-335-2982) is a combined desk that serves both halls. It will be open 24 hours a day, all summer and into Fall of 2019. The Daum desk is open 8:00 a.m. to 10:00 p.m. daily from June 14 to July 27.

For Catlett and Daum, desk hours before and after the above dates will be 8:00 a.m.-4:30 p.m., Monday-Friday.

BUSES

Cambus (319-335-8633) operates free intra-campus service while classes are in session. Bus schedules are available at transportation.uiowa.edu/cambus/. Iowa City Transit, (319-356-5151) operates regular bus service Monday through Saturday for a small fee.

The Bongo App is a free GPS-based, real-time passenger information system that allows riders to find current bus locations and predictions for upcoming bus arrivals. Each Cambus, Iowa City and Coralville transit bus is equipped with a GPS tracking system that reports latitude and longitude to a satellite every 15 seconds. The satellite transfers the information to a data center which locates the bus on a map and calculates the predicted arrival times for every stop on the route.

COMPUTERS/ COMPUTER LABS (ITCS)

Currier has a computer classroom (accessible through the Currier first floor) which is open for conference guests June 9 through July 25, Sunday through Thursday from 7:00 p.m. to 10:30 p.m. An ITC monitor will not be provided during these open times. Camp and conference attendees should be accompanied by camp staff when working in the ITC. Conference Guests: see your conference sponsor for a HAWKID to access computers and to obtain log-in/printing privileges. All users must abide by the University's Acceptable Use policy (its.uiowa.edu/support/article/4028). Youth conferences/camps and short-term adult conferences (staying less than 4 weeks) will NOT have internet connectivity in their individual rooms for summer, nor will they have access to UI wireless internet on campus. For information on free guest wireless services, see Wi-Fi Service section, page 6.

CONSTRUCTION

University Housing & Dining is working on several major construction projects this summer. All of these construction projects may cause inconveniences (dust, noise, etc.) and could possibly cause disturbances in some rooms, hallways, and lobbies. We will do our best to notify you in advance when construction affecting your room will be taking place.

Currier second floor (only) is off-line for new finishes and closets in student rooms. The Currier MPR and outdoor front sidewalk will not be accessible for 2-4 weeks (no date set) due to post-construction maintenance. An elevator project will take place in Daum, Currier and Stanley. When applicable, one elevator will be available. Daum will receive new carpet in several basement locations. The lower SW entrance to Stanley will be renovated, as well as indoor construction to that area and hallway link and an updated elevator lobby (first floor only). Burge and Burge Market Place will be completely off-line to summer guests; however, there will be limited building access for Student Disability Services and building staff.

Asbestos abatement will be taking place in a small area of Burge and the Daum basement during summer. The university uses state-licensed professionals and has trained staff to oversee the work. The removal of asbestos poses no threat to camp or conference participants.

CUSTODIAL SERVICE

The custodial care of your room such as trash removal or towel service will depend upon the arrangements made by your conference. If towels are provided in your room, please be aware that sets are provided for both you and your roommate. Sheets and towels are distributed to your room based on provisions selected by your conference sponsor. Requests for additional sheets and towels may not be fulfilled.

DAMAGE POLICY

Conferences/camps will be responsible for the cost of repairs for any room damages or theft that occur during the time of occupancy, as well as for any public space damage that is caused by a particular group.

DINING FACILITIES

Catlett Market Place dining facility is open from breakfast on Tuesday, May 28 to lunch on Friday, August 2, 2019. No food may be taken from the market place. Guests are welcome to any meal and may purchase a guest meal at the dining area entrance. Catlett Market Place does NOT accept cash. Forms of payment accepted are Visa, MasterCard, Discover, UI Charge, and Hawkeye Dollars. Guest prices are \$7.50 for breakfast, \$10.50 for lunch, and \$10.50 for dinner. For a daily menu, visit: dining.uiowa.edu/market-place-menus.

Monday - Saturday

| | |
|-----------|------------------------|
| Breakfast | 7:00 a.m. - 9:00 a.m. |
| Lunch | 11:15 a.m. - 1:15 p.m. |
| Dinner | 4:45 p.m. - 6:15 p.m. |

Sunday

| | |
|-----------|------------------------|
| Breakfast | Not served on Sunday. |
| Lunch | 11:15 a.m. - 1:15 p.m. |
| Dinner | 4:45 p.m. - 6:15 p.m. |

ELECTRICAL APPLIANCES

All appliances must be in good working order. Extension cords must be UL approved. Appliances that have an exposed heating element, use cooking grease or have an open flame are NOT allowed. Electric grills (i.e. George Foreman), pizza cookers and toaster ovens are NOT allowed. Refrigerators brought in by summer guests may not exceed five cubic feet and 9 amps. Only one refrigerator per room is allowed.

ENTRANCES

Do not prop open outside entrance doors. When locked doors are propped open, hall security is compromised and non-residents are allowed to enter. If you see a locked door that has been propped open, please close it. Most secondary entrances are locked 24 hours a day. Entrance hours are:

Catlett

Madison Street and Skywalk entrances open 6:30 a.m. - 10:00 p.m.

Currier/Stamley

Main entrance open 6:30 a.m. - midnight
Side (south) entrance open 6:30 a.m. - 7:00 p.m.

Daum

Main entrance open 6:30 a.m. - 10:00 p.m.

NOTE: In the event that a residence hall guest is locked out of their building, the Currier southeast main entrance and the Catlett Skywalk and Madison Street entrances have call boxes located inside the vestibules. The call box accesses the building's 24 hour desk. Once inside the building, the building staff can assist the guest in contacting their counselor (when applicable) and gaining access to their summer room.

FURNITURE

All university furniture provided in individual rooms at check-in must remain in those rooms. University Housing & Dining prohibits altering lofts during the summer; lofts must remain assembled in the manner in which they were pre-set in the rooms. Please leave mattresses on the beds. Furniture will not be removed from rooms based on occupancy. Lounge and study room furniture may not be removed or transferred to individual rooms.

ILLNESS OR INJURY

If any conference participant under the age of 18 becomes ill or is injured while staying in University of Iowa residence halls, their parents or guardians will be contacted immediately by the conference sponsor or by Housing & Dining staff.

KEYS

Campers will be issued a key to their room at check in. Staff and adult guests will be issued a room key and entrance key/prox card for after-hours building access. Residence hall keys and prox cards must remain in the possession of the summer guest of the room/building at all times. You should keep your door locked at all times and you should not loan your key/prox card to others. If you lose a key, report it to your information desk as soon as possible. For each lost key or prox card, \$25 will be charged to the master conference bill. Report any thefts to University Police at 319-335-5022 immediately. All keys and prox cards must be returned to the building desk when guests check out.

LAUNDRY ROOMS

There are laundry rooms available for camp and conference guests to use in Catlett, Daum, Currier and Stanley Halls. Washers and dryers are operated by University of Iowa Hawkeye Select cards. Machines are not coin operated. Residents may purchase Hawkeye Select cards from a vending machine located in the Catlett lobby. Laundry funds may also be added to "board plan cards." Washers are \$1.50 per wash and \$1.00 per load for dryers. Hawkeye Select cards cost \$1.00 for the initial purchase. Guests should bring their own high efficiency laundry detergent and fabric softener. Instructions on how to use the laundry facilities are posted in laundry rooms.

- **Catlett** laundry is located on the first floor.
- **Currier** laundry rooms are centrally located on floors 1-3.
- **Stanley** laundry is located on the first floor.
- **Daum** laundry is located in the basement.

LIABILITY AND PERSONAL PROPERTY

The university does not carry insurance on the personal property of any resident. Each guest should determine if his or her personal property is covered by a homeowner's policy; if not, it is recommended that personal property insurance be purchased. We strongly urge participants not to bring excessive amounts of money or expensive electronics with them to the residence halls. Label everything you bring, including clothes and electronics.

MAIL

Mail and packages may be retrieved by counselors for groups staying in Catlett and Daum. Mail will be ready for counselors to pick up at Catlett and Daum after 3:00 p.m. daily. Currier guest mail will be placed in mailboxes. Your mailbox number corresponds with your room number and can be opened with your room key. There are USPS collection boxes in Catlett and Currier. Postage is not sold at residence hall desks. Mail should be addressed as follows:

Name
Camp/Conference Name
100 Catlett/Daum/Currier Hall, Room # (if known)
Iowa City, IA 52242

MAINTENANCE

Regular maintenance work and repairs are scheduled during the summer months. University Housing & Dining's maintenance, custodial and other personnel may need to enter rooms to repair, replace, or service furnishings. If you have questions about these activities, please contact the desk (read further for telephone numbers). Maintenance or custodial problems and maintenance emergencies for Catlett should be reported to the Catlett Desk, 319-335-1249. Problems for Currier and Stanley should be reported to the Currier/Stanley Desk, 319-335-2982, and problems for Daum reported to 319-353-2950. General maintenance and custodial problems will be attended to Monday through Friday during working hours (8:00 a.m.-4:00 p.m.). After office hours and on weekends, report all maintenance or custodial problems to the counselors on your floor, the Catlett Desk at 319-335-1249, the Currier/Stanley Desk at 319-335-2892, or the Daum Desk at 319-353-2950.

PARKING

Catlett, Daum and Currier/Stanley do not have their own parking facilities. Arrangements for parking may be made by contacting the Parking Office in the IMU Parking Ramp, 319-335-1475.

SMOKE DETECTORS

Intentional activation of any fire detection device will result in disciplinary action. Any problem with a smoke detector should be reported to the building desk. Do not touch/remove or cover the smoke detectors at any time. Do not hang items from sprinklers and/or fire equipment.

TELEPHONES

There is no landline telephone service in residence hall student rooms.

TELEVISION

If you bring a television, you must supply your own cable TV hook-up, allowing you to receive basic digital cable channels. This service is free.

VENDING

Vending machines for snacks and beverages are located on the first and third floors of Catlett, the lower level of Daum and in the laundry room of Stanley (first floor). In Currier, vending machines are near the multi-purpose room. For money lost in vending machines or vending service, guests should call the phone number listed on the machine. Building desks do not issue refunds.

WI-FI SERVICE

Visitors to the University of Iowa campus can enjoy free guest wireless service, without obtaining a university guest ID. Guests can take advantage of this by selecting the “UI-Guest” network when configuring a device for wireless access. its.uiowa.edu/guestwifi

Residence Hall Policies

Living in a residence hall is a community living experience where eligibility is limited and protections are in place for our summer residents. Registered sex offenders are not eligible for UI summer camp and conference housing. Youth under the age of 18 living in the halls are covered by the Minors on Campus Policy. All summer camp and conference community members have rights and responsibilities, but certain behavior is not tolerated on campus or in the residence halls. This applies to any summer resident regarding their own actions as well as the actions of guests. Any resident/counselor/staff who intentionally commits, incites or aids others in committing any of the following acts of misconduct shall be subject to disciplinary action (including being sent home/asked to leave the halls) by University Housing & Dining (UH&D) and/or the University of Iowa.

- 1. Trespassing:** Unauthorized occupancy or unauthorized entry into any residence hall facility or room, including bathrooms.
- 2. Right of Access:** Disruption or interference with the right of access to residence hall facilities or with any contractual right of any person in the residence halls.
- 3. Hall Sports:** Athletic activities including using rollerblades, roller-skates, or skateboards, and throwing or bouncing Frisbees, or balls of any kind. Activities that cause a disturbance or involve behavior that threatens the rights and safety of other persons and/or university property.
- 4. Undue Harassment:** Intentional conduct directed toward any identifiable person or persons without legitimate purpose which intimidates, annoys, or alarms the person and which significantly disrupts the person’s work, educational performance, on-campus living, or participation in a university activity on or off campus. Repeatedly contacting a person who has previously indicated they do not wish to be contacted may be considered undue harassment.
- 5. Assaultive Behavior:** Any unwelcome physical contact that is intentional or reckless including, but not limited to, striking, slapping, hitting, punching, shoving, or kicking another person. Any such physical contact occurring in the context of domestic assault or dating violence is also prohibited.
- 6. Failure to Comply with University Directive:** A failure to comply with directions of any member of the university staff acting in the performance of that member’s duties, or a failure of the guest to identify themselves to a university staff member when requested to do so.
- 7. Disruption of University Activities:** Disruption or obstruction of disciplinary procedures, emergency services, investigations, disciplinary proceedings or administrative procedures occurring within the residence halls. This rule also prohibits the disruption of any UH&D authorized functions or events, and prohibits protests or demonstrations within the interior of any residence hall.

- 8. Disruption of Safety:** Tampering with sprinkler heads, fire extinguishers, fire hoses, or any fire equipment; the improper activation of a fire alarm (including sounding a false fire alarm); limiting egress from the buildings by tampering with exit signs and doors; false reporting of an emergency or terroristic threat in any form; issuing a threat of a bomb or use of a chemical or biological agent.
- 9. Possession or Consumption of Drugs or Alcohol:** Consumption, possession, distribution, or sale of drugs, narcotics, alcoholic beverages, or controlled substances on residence hall property. The possession of empty alcohol containers and drug paraphernalia are also prohibited.
- 10. In the Presence of Drugs or Alcohol:** Being present in a residence hall space where consumption, possession, distribution, or sale of drugs, narcotics, alcohol or other controlled substances is occurring is a violation of residence hall policy.
- 11. Theft/Vandalism:** Theft or attempted theft; burglary; unlawful possession of stolen property; attempted or actual unauthorized use of a credit card, debit card, student ID card, cell phone, personal identification number, or personal check; willful destruction, damage, defacement or mutilation of property which doesn't belong to the guest; misuse or misappropriation of university property or private property, including the misuse of surveillance cameras.
- 12. Use or Possession of Weapons:** Use or possession of weapons are prohibited in the residence halls. Any device that has the appearance and/or function of a serviceable weapon or is being used in the manner of a real weapon is also prohibited in the residence halls.
- 13. Possession of Explosives/Combustibles:** The possession, use or distribution of any type of fireworks, ammunition/gun powder, fuses, or any explosives/combustibles of any kind including the storage of propane tanks.
- 14. Use of Fabricated or Falsified Information:** Misrepresentation of identity or misuse of any identification card in the residence halls or failure to show appropriate identification upon request by a residence hall or university staff member. Furnishing false information to any university employee is also prohibited.
- 15. Misuse of Keys, Meal Cards and Prox Cards:** Unauthorized possession, duplication or misuse of room or building keys/meal cards/prox cards. UH&D keys, meal cards and prox cards must remain in the possession of the resident of the room/building at all times. All residence halls keys and prox cards must be returned when the residents vacate their room.
- 16. Loud and Disruptive Behavior:** Loud and disruptive behavior inside or outside of a residence hall room.
- 17. Arson/Fire Violations:** Intentional setting of a fire, negligence that results in a fire, or the possession or use of candles, incense (lit or unlit) or any type of open-flame or open filament device.
- 18. Criminal Conduct:** Conviction of any federal, state, or local law or ordinance that affects the safety and security of those staying in the residence halls.
- 19. Violation of the University's Acceptable Use Policy:** Violation of the University's Acceptable Use Policy (when applicable) found at: its.uiowa.edu/support/article/4028

- 20. Violation of University Policy/Procedure:** Violation of any university policy, rule or regulation published in hard copy or available electronically on a university website. Failure to follow emergency procedures is also prohibited. Published university policies include, for example, the Minors on Campus Policy, the Policy on Violence, the University Policy on Human Rights, and the Sexual Misconduct Policy involving students, including Sexual Assault and Sexual Harassment.
- 21. Violative Conduct:** Any conduct or action in which the university can demonstrate a clear and distinct interest as an academic institution and which seriously threatens (a) any educational process or other legitimate function of the University or (b) the health or safety of any member of the community, including oneself. Self-destructive behavior that poses an actual risk to the student's safety is one type of conduct that falls within the scope of this rule.

Additional Rules

ALCOHOL

The University of Iowa residence halls are substance-free environments. Consumption, possession, distribution or sale of alcoholic beverages is prohibited in all residence halls regardless of age. Any alcohol found in the halls will be destroyed and disciplinary sanctions imposed. Persons found in a room where alcohol is being consumed are subject to disciplinary action whether or not they were drinking. The presence of full or empty alcoholic beverage containers is prohibited, including containers used as decoration.

BED CHECKS

All youth campers and live-in staff/counselors must follow the bed-check/curfew policies established by their particular camp/conference.

COMMERCIAL ACTIVITIES

Commercial activity in the residence halls is prohibited. Food delivery companies may deliver food and non-alcoholic beverage items provided the buyer initiates the order. If you should encounter persons conducting door-to-door sales or solicitation, immediately contact a counselor or the building desk.

ELEVATORS

Passenger elevators located within the residence halls are provided for use by residents/guests/staff of that building. Damage and vandalism of the elevators, use of emergency alarms/stops in situations other than an emergency, unauthorized use of an elevator key and evacuating people from the elevator without trained personnel are all prohibited.

ELIGIBILITY FOR SUMMER HOUSING

Registered sex offenders are not eligible for UI summer camp and conference housing. If the university becomes aware that a guest or live-in staff member is a registered sex offender or has a record of criminal conviction(s) or other actions indicating behavior that could pose a risk to person or property and/or could be injurious or disruptive to the residence hall community, UH&D may not accept that request for housing (pre-arrival), or may immediately terminate housing for said individual (after arrival).

GUESTS/VISITATION

Summer residents are responsible for the behavior of their guests. Guests are not permitted to stay overnight. Individual camps may have additional guest/visitation policies.

HOVER BOARDS

Due to fire concerns surrounding hover boards, UH&D prohibits the possession or use of hover boards in all residence halls, apartments and dining areas.

PETS

Pets are prohibited from entering the residence halls at all times, even on a “visiting” or “temporary” basis. Accommodations may be made for service animals with advance notice and proper documentation.

ROOM/DOOR DECORATIONS

Decorations may not obstruct doorways, corridors, stairways or any other means of exit. Lighting fixtures or firefighting equipment including sprinkler piping should not be decorated. Decorations attached to or suspended from the ceiling are prohibited. Candles (lit or unlit) or other open flames are prohibited. Flammable and combustible materials on room doors must be kept to a minimum (no more than 25% of door may be covered).

ROOM SWITCHES/CHANGES

The camp/conference sponsor and the building desk must approve any room change before it is made. If room changes are allowed, they are oftentimes completed during specified times.

SMOKING/TOBACCO USE

Smoking is prohibited on the University of Iowa campus, both indoors and outdoors. The use of tobacco, including smokeless tobacco products, legal smoking products and vaporizers (“vapes”) is prohibited in campus buildings including all residence halls. Counselors/live-in staff members over 18 years of age may possess and are allowed to store tobacco and legal smoking products in their rooms but may not use them in the halls. More information on the policy and maps of where smoking is permitted can be found at: hr.uiowa.edu/faqs/smoking-policy.

UNAUTHORIZED AUDIO/VIDEO

Any actual or attempted unauthorized use of electronic or other devices to make an audio or video record of any person without prior knowledge or consent, when such a recording is likely to cause injury or distress to the subject of the recording is prohibited. Unauthorized photographs or video of a person in a locker room, restroom, or bedroom are examples of conduct which violates this rule.

VIOLATIVE CONDUCT

Residents/counselors/staff are responsible for caring for their personal health, including their physical and mental well-being. When a severe act of self-destructive behavior or an apparent threat of serious harm occurs, the university reserves the right to notify the appropriate emergency contact for the individual.

WINDOWS AND SCREENS

Due to the potential danger to lives and property and out of consideration for the rights and privacy of others, the following regulations must be observed by all residents regardless of age:

- 1.** Screens are not to be unhooked or removed from windows for any reason. A fee will be assessed for re-hanging screens, as well as additional fees if the screen is damaged.
- 2.** Residents of a room or building are responsible for any objects ejected from windows, fire escapes, or roofs, and are subject to disciplinary action.
- 3.** Windows are not to be used for entrances or exits, except in the case of life-threatening emergencies.
- 4.** Windows should remain closed and locked during periods of high winds and/or heavy rains.

Emergency Procedures

GENERAL EMERGENCIES

If any emergency arises, help may be summoned by dialing 911.

TORNADO/SEVERE WEATHER

In the event that a tornado is sighted in or around the Iowa City area, the Severe Weather System whistle will sound a steady three to five minute signal indicating a tornado warning. In addition, a campus outdoor alarm will sound for three minutes. In all residence halls, an indoor message will be aired through the alarm system alerting residents of the warning. The message will play for two to five minutes and will only replay if there is a change to the warning. All residents should immediately relocate to a refuge area, designated as interior corridors on lower levels or basements of all buildings. An "all clear" message will be aired when the tornado warning has expired. Please do not think when the alarms have timed out that the warning has expired. Residents should seek shelter until the all clear has sounded.

FIRE

In the event of a fire in a residence hall, use the nearest pull station and evacuate the building immediately. If you hear the alarm sound, evacuate the building immediately. Do not use the elevators.

SECURITY

Please lock your door at all times. Report any thefts to University Police, 319-335-5022.

**UNIVERSITY HOUSING & DINING
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