HILL COURT AREA HANDBOOK
2021–2022

Everything you need to know about your new home!

Hill Court Area Office
112 Gale House, PO Box 270462
Rochester, NY 14627

8:30am – 5pm Weekdays
Phone: 585-273-5853
E-mail: hillcourt@reslife.rochester.edu

More information online at
www.rochester.edu/reslife
Hill Court comprises six individual buildings which are connected by underground tunnels. They are named in alphabetical order beginning from the end closest to Wilson North Parking Lot: Chambers, Fairchild, Gale, Kendrick, Munro, and Slater. Hill Court exclusively houses upper class students and is home to four Greek organizations: Gamma Phi Beta (Fairchild), Delta Gamma (Fairchild), Sigma Nu (Kendrick), and Alpha Phi (Munro). All questions and concerns related specifically to Hill Court are handled by the Gale Area Office.

**HILL COURT PROFESSIONAL STAFF**

- **Dan Watts**, Director for Residential Life, Email dan@ur.rochester.edu
- **Michael Pettinato**, Associate Director for Residential Life, Email mpettinga@reslife.rochester.edu
- **Beth Bolinger**, Area Coordinator, Hill Court & Southside, Email beth.bolinger@rochester.edu
- **Elvet Frank**, Hill Court & Southside Area Secretary, Email efrank@reslife.rochester.edu

**GRADUATE HEAD RESIDENT**

The GHR lives in Hill Court, supervises the RA staff, and provides support to their building’s community. They will attend hall events, do building walkthroughs to check facilities, and assist with any hall conflicts or concerns. Take the opportunity to meet your GHR for the 2021-22 school year, Nandita Bhowmik.

**HILL COURT RESIDENT ADVISORS 2021-22**

- Chambers 10s&20s: Abby Gunther
- Chambers 30s&40s: Eric Ma
- Fairchild: Sybilla Moore
- Gale 10s&20s: Nicholas Jiang
- Gale 30s&40s: Evan Coleman
- Kendrick 10s&20s: Priya Mandava
- Kendrick 30s&40s: Seana Montalbano
- Munro: Bill Waring
- Slater 10s&20s: Kate Carnes
- Slater 30s&40s: Alan Ardelean

*THE HILL COURT RAS ARE ON DUTY EVERY NIGHT FROM 8PM TO 8AM. IF YOU NEED TO CONTACT THE RA ON DUTY, PLEASE CALL THE RA DUTY PHONE AT (585)-260-3706*

**LEADERSHIP AMBASSADORS**

Hill Court is served by the Hill Court Leadership Ambassadors. Leadership Ambassadors organize activities, allocate funds to various building activities, and advise the administrative staff and Area Coordinator on any issues. They function as a component of the Residence Hall Association (RHA). Their budgets are a portion of the student residential activities fee. Interested in becoming a Leadership Ambassador? Contact your Resident Advisor for more information.
**HOUSEKEEPING**
The Environmental Service Worker (ESW) staff works to keep our residence halls safe, clean, and attractive. Anthony Jones supervises a staff who clean your bathrooms, hallways, lounges, and public areas. They do not clean student rooms, and they are not responsible for cleaning areas that are excessively dirty or have been disrespectfully vandalized. The ESWs are in your hall every morning until early afternoon and will typically enter your suite weekly on the same day each week. We encourage you to get to know and appreciate these wonderful, hard working people.

**MAINTENANCE**
Hill Court has one building mechanic, Dave Necaster. He repairs normal wear and tear in each hall. Please note, furniture removal is NOT permitted. For other maintenance requests, there are two ways to process a work order: 1) call (585) 273-4567, or 2) place a work order online at [www.facilities.rochester.edu](http://www.facilities.rochester.edu).

If you experience a water leak, loss of power, or other urgent disruption of services, call the facilities number and the RA on duty. If this occurs after hours, the facilities customer service representative will still submit a work order and help determine if on-call personnel should be alerted. Please remove personal belongings from the area that needs repair. In the event of an emergency, staff may need to enter your room.

**PEST CONTROL**
For routine or priority concerns, call EHS at (585) 275-3241. Complaints of roaches, mice, ants, flies, bees (outside), and most other pests, especially if outside, can generally be considered a routine call and can be called into the EH&S phone mail for service the next working day. Also they do not provide the service of removing dead mice from traps after normal working hours. The complainants can throw away the entire trap and they will set a new one the next working morning.

Priority pest problems include: a bad in an unoccupied space or hallway, bees confined to a room that can stay unoccupied for a period of time, birds inside occupied space (however, where there are very high ceilings there may be little they can do about it), wild animals outside acting strangely, and bed bugs.

For emergency pest control issues, call DPS at (585) 275-3333. Emergency pest control issues include: a confirmed raccoon, squirrel or skunk inside a habitable space, a bird or bat in any enclosed and occupied space where the occupant must remain, a rat (confirmed rat, not a mouse) in an occupied space, or a swarm of bees inside an occupied room where the occupant must remain.
LOCATIONS OF USEFUL THINGS

Common Kitchens

Cooking is permitted in designated cooking areas. Residents are responsible for cleaning the kitchen and their dishes immediately after use. If used improperly, kitchens may be closed. Community kitchens are available in the Gale Seminar Room (room reservation needed) and Kendrick Game Room (accessible by swiping ID card).

Laundry

Campus laundry is free to residents using ID cards. Laundry rooms are located in the Fairchild and Munro tunnels. Please share these spaces and respect the property of others. Machines that are out of order should be reported to (585) 503-2361.

Reservable Rooms

Hill Court has several rooms located in the Ground Level (also called the tunnel) which can be reserved for use by groups and organizations who live in Hill Court. Please note that only a Hill Court resident can reserve a room. The rooms are:

- Chambers Media Room
- Gale Seminar Room
- Slater Community Room

Please contact the Area Office during business hours to reserve a room or get more details.

Trash/Recycling

All residents are responsible for removing their own garbage from their rooms, apartments, and suites. In Hill Court, trash chutes are located on each floor for garbage disposal. Pizza boxes, cardboard boxes and other large items should not go down the chutes or placed in hallways. Collapse all boxes and take them to the refuse rooms located in the tunnel area. Recycling bins are located on the first floor of each building.

Vending

There are several vending machines located in the tunnel at the ground level of Hill Court. Here you can find snacks and drinks conveniently any time of day. However, your meal plan (declining) cannot be used at these machines.
AREA RESOURCES

Bike Storage
Limited bike storage is available at the bike racks outside the buildings. You are responsible for removing your bike upon check-out at the end of each semester. Bikes left after you have departed for the semester will be considered abandoned property.

Check out items (games, kitchen equipment, etc.)
Various items are available for Hill Court residents to sign-out. These items include cleaning supplies, cooking supplies, and games. Contact your RA or the RA on duty (after 8pm) to sign-out any of these items. Items can be borrowed for up to 24 hours.

Grills
Charcoal grills are permitted but MUST be used outside the halls and 30 ft. / 10 meters away from the buildings. Feel free to use the BBQ grill in front of Gale, or to set up a charcoal grill away from the building. Coals should be emptied into exterior (metal) trash containers. Call Facilities for charcoal removal. Please store all flammable material off campus or buy and use immediately. The owner of the grill may be subject to disciplinary action if not in compliance with UR policies.

Kendrick Community Room
There is an open community room located in the Ground Level under Kendrick Hall. This space has a kitchen, television and lounge space with couches to relax. To access this room, residents can use their ID cards to swipe in. Please note that the room is closed from midnight-8am each night.

Munro Practice Room
There is an open practice space located in the Ground Level under Munro Hall. This space can be used for music practice and is open to any Resident of Hill Court. Please note the practice room is open at all times and does not need to be reserved to use.
RESIDENTIAL LIFE & AREA SPECIFIC INFORMATION

Balconies

Balconies are both a privilege and responsibility:

- NY State Fire Safety Law states: smoking of any kind and the use of grills is PROHIBITED on balconies.
- Do NOT put University-owned furniture on the balconies. Furniture left on the balconies, and damaged by weather, will be replaced and the members of the suite will split the cost of the replacement.
- Bikes are not allowed to be stored on balconies as they could inhibit egress during a fire.
- Throwing garbage, bottles, personal items, or furniture from the balconies will not be tolerated. All suites on the side of the building where garbage has been thrown will be subject to billing for the maintenance of the area by the Grounds crew.
- Do not hang corporate signage or paper signs from the balcony.

Cooking

Cooking is permitted in designated cooking areas. Residents are responsible for cleaning the kitchen and their dishes immediately after use. If used improperly, kitchens may be closed. Community kitchens are available in the Gale Seminar Room (room reservation needed) and Kendrick Game Room (accessible by swiping ID card).

Fire Safety

In the event of a fire, safely evacuate the building when you hear the building fire alarm or the smoke detector in your room. Use the stairs. Be sure that you know your closest exit. If you see smoke, then pull the building fire alarm, safely evacuate the building, stand at least 30 feet from the building, and call to notify Public Safety.

Illness or Injury

In the event that you become ill or injured and need help, notify your RA. In case of an emergency, call Public Safety (585) 275-3333. The Medical Emergency Response Team (MERT) and a Public Safety officer will respond. They will dispatch an ambulance as needed.

Lockouts/Lost Keys

Carry your keys and ID with you at all times. Do not attach your keys to your ID card. If you are locked out, you may borrow a loaner key for up to 24 hours from the Area Office during office hours. Otherwise the RA on duty will let you in between 8pm and 2am. Only resident(s) officially assigned to the room/suite will be let in. Public Safety will only respond to lockouts after 2am.

Lost keys will result in a lock change, and you will be charged $54.50 for a room key and $79.50 for a suite key or $97.50 for both keys. After the last day of class the lock change fee is $125.
Packages/Mail
The Area Office CANNOT accept personal packages or mail. All mail and packages sent to you on campus must be addressed to your CMC box number. Packages can be picked up from the Todd Union Post Office using a photo ID.

Quiet and Courtesy Hours
Quiet hours are in effect Sunday-Thursday 12am-8am and Friday-Saturday 2am-10am. Courtesy hours are 24hrs a day. A resident’s right to study or sleep takes precedence over another’s right to make noise.

Smoking/Vaping
All UR undergraduate housing is smoke-free. You may NOT smoke in your room, suite, bathroom, or balcony. Smoking is also prohibited everywhere on campus grounds except for designated smoking areas. If you wish to smoke, you must do so off campus or in a designated smoking area.

Social Gatherings
Parties are not permitted in the residence halls. Parties are determined by behavior, atmosphere, and room occupancy. While we encourage our residents to be social they should do so without breaking any university, state, or local laws (including but not limited to underage drinking, drinking games, and/or noise policies). Social gatherings will be asked to disband if there are any disturbances to the community.

Storage
There is no student storage available. All students’ possessions must be removed from all areas at the time of check-out. Failure to remove items from your area will result in fines for abandoned property along with other possible charges based on the overall condition of the vacated room or suite.