2017-2018

Fraternity Quad/ Upperclass Apartment Area Office
B114 Sigma Epsilon House

585-276-6839

Office Hours:
Monday – Friday
8:30am- 5:00pm

southside@reslife.rochester.edu

RA Duty Phone: 585-413-8896

Valentine:
Joshua Wolkoff         V 1-3
Jiwon Jung             V 4-5
Maria Sepulveda        V 6-7
Zixuan Wang            V 8-9
Jasmine Han            V 10-11

deKiewiet:
Raymond Yu             D 1-3
Tonya Bortz            D 4-5
Lydian Green           D 6-7
Emin Alicic            D 8-9
Heather Barber         D10-11

Maisonettes:
Raymond Chin           MSN
RA Duty hours are 8:00pm-8:00am. Information will be posted in the lobbies and elevator lobbies of each floor every evening indicating who is on duty, their room and contact info. Additionally, the Southside service desk is staffed by the RA on duty from 8:00pm-9:00pm.

Emergency Information:
In case of an emergency, dial 911 and let the dispatcher know you are on UR campus.

Maintenance:
If you experience a water leak, loss of power, or other disruption of services, then please notify your RA or the Area Office (585-276-6839). After hours call RMI at (585-271-7604.) Please remove personal belongings from the area that needs repair. In the event of an emergency University staff may enter your room.

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

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 stairwells. Be sure that you know their location. NEVER USE AN ELEVATOR IN THE EVENT OF A FIRE! If you see smoke, then pull the building fire alarm, safely evacuate the building and then call to notify Public Safety.

Lockouts:
Carry your keys and ID with you at all times. If you are locked out and your suitemates are not around, then you may borrow a loaner key for up to 24 hours from the Area Office. The RA on duty will let you in during duty shifts (8pm-8am). Our staff will only let in the resident(s) officially assigned to the room/suite regardless of the circumstances. Security will only respond to lockouts in an emergency. For your personal safety, do not attach your ID card to your keys.

Personal Safety:
Always lock your room and suite door, and carry your ID card with you. Do not prop doors. Propped doors endanger everyone who lives in the building. When walking on campus, it is good to use the “buddy system.” Additionally, a campus escort service is available by contacting Security.

Note the location of the Blue Light Emergency Phones which give you direct access to UR Security. If you are ever the victim or witness to a crime, call Public Safety (53333).

Room Changes:
All room changes require prior approval from the main office located in 020 Gates. In order to assure proper billing and accurate housing files (in case of emergency) please inform the Area Office of your request. Once permission is granted, please complete the room change within 48-hours; return all keys, and paperwork.

Roommates/Apartment-mates/Suitemates:
Please speak with your RA or GHR for assistance mediating a dispute or any problems between the people with whom you live. Address issues early on. Seriously- we are here to help!

Student Furnishing:
Do not remove furniture from your room and/or suite. Personal mattresses are not permitted unless approved by University Health Services and the area office. UHS – 585-275-2662

Storage:
There is NO student storage available. All student possessions must be removed from all areas at the time of your check-out. Failure to remove items from your area will result in an Abandoned Property charge dependent on the overall condition of the vacated room/suite.

Trash
Trash chutes are located on each floor for garbage disposal, near the stairwells. Pizza boxes will clog the chutes. Please take large items to the trash rooms located in the basement of each building.

Recycling
Residents are asked to separate recyclable paper from other trash and place it in the blue box provided in each suite. Other types of recyclable materials such as glass, plastic, and metal may be disposed of in the large recycling containers outside the residence halls.
Taxis Cabs
Below is a list of several local Taxi Services:

All Around Town  232-2300  
Associate  232-3232  
Checker Cab  325-2460  
Rochester Cab  704-9070

Buses and Shuttles
For more information about buses and shuttles, go to rochester.edu/parking/shuttle.htm

Miscellaneous Tips and Information:

Cooking:
There are kitchens in the apartments of Southside. Residents are responsible for cleaning the kitchen regularly and working out schedules for kitchen sharing.

Hall Council:
Hall Council plans programs and activities for all residents and meetings are open to all. Each resident is encouraged to be involved.

Laundry:
Coin operated laundry facilities are available in the basements. The cost is $2.50 for the washer; the dryer is free. Flex will work on the washing machines. Machines that are out of order should be reported directly to the Services Division (x5-VEND) or to the Area Office (x3-5853). *Note – The new washers require less detergent due to design. Please see individual machines for proper usage.

Lost ID Cards:
Lost ID cards can be replaced at the Customer Service Center located in Susan B. Anthony Hall.

Packages:
The Area Office can NOT (and will not) accept personal packages. All packages sent to you on campus must be addressed to your CPU box number. A photo ID is needed to pick up a package from the Todd Union Post Office.

The Area Office can help you with:
- Lost Keys/Loaner Keys
- Pest Control
- Community Organizing Group Information
- Vending Machine Repairs or Refunds
- Res Net
- Check-In and Out information and procedures

For repairs in Southside, fill out a work order at the Valentine Service Desk or call 271-7604.
- For telephone problems, call x4-HELP
- For room changes, go to main ResLife office at 020 Gates.
- For Time Warner Cable services, go to: ur.twrochester.com

Service Desks:
Hours of operation are posted in these locations:

Southside: Valentine lobby.
Services include cleaning supplies, garbage bags, games, phone books, work orders, and campus information. Toilet paper and light bulbs are available in the Valentine Service Desk.

Residential Life Policy Information:
The following is only a partial listing of the policies of most day-to-day concern for residents of Southside:

Fire Safety:
Candles, incense, or any open-coil and open-flame devices are not allowed in the halls.

Quiet and Courtesy Hours:
Quiet hours are in effect Sun – Thurs, 12am to 8am. Fri and Sat quiet hours are 2am to 10am. Courtesy hours are 24 hrs a day. Please note: A resident’s right to study or sleep takes precedence over another’s right to make noise.

Alcohol and Drugs:
The legal drinking age in New York State is 21 years of age. Residents of legal drinking age may consume alcohol in the privacy of their room and/or in their suite with other of age peers.
- Underage drinking is a violation of State law and University policy. Students who violate the law and the policy will be subject to disciplinary action.
- Kegs, beer balls, punch bowls, water coolers and other multi-serving containers are PROHIBITED.
- Hosts are responsible for the behavior of their guests at all time. Fire safety occupancy regulations limit the number of students in a suite. Please consult the Alcohol Policy for these standards.
- All illegal substances and drug paraphernalia are PROHIBITED.
- Rapid consumption devices (ex: funnels) and drinking games are PROHIBITED.

**Roofs:**
For safety reasons, residents are prohibited from being on the roof of any building.

**Bar-be-cues:**
Charcoal grills are permitted outside the halls but MUST be used 30 ft. away from the buildings. Call x-3-4567 for coal removal. Grill and all flammable material (ex: lighter fluid, charcoal, etc.) may not be stored on campus. The owner of the grill may be subject to disciplinary action if not in compliance with UR policies. **Gas grills are NOT allowed.**

**Fire Equipment:**
Every room/suite has a smoke or heat detector. A pull station is located on every floor as well. Tampering with any of this equipment endangers all residents. **Do not cover the smoke or heat detector, hang things from it, or in any way hinder the unit from working.** Penalties for tampering with equipment or for pulling a false alarm may include disciplinary action and criminal charges. Failure to evacuate the building during an alarm will result in disciplinary action.

**Pets:**
The only pets allowed will be fish in a small aquarium (no larger than a 5 gallon tank). If you have a pet, please begin thinking about another home. Past pets will not be “grandfathered in” from the old pet policy.

**Smoking:**
All UR undergraduate housing is smoke-free. You may NOT smoke in your room, suite, or bathroom. You may NOT smoke on any stairs or balconies of the buildings. If you chose to smoke outside, you must be 30 feet from the entrance of any building.

**Social Gatherings:**
Parties are NOT PERMITTED in the residence halls. Parties are defined by behavior and atmosphere, as well as excess of 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 possession alcohol, underage drinking, drinking games, and or noise policies).

Gatherings will be asked to disband if there are any disturbances to the community.

**Vandalism**
Replacement/repair costs for damage in common building areas (hallways, stairwells, foyers, etc.) may be divided among the residents of the building if the responsible parties cannot be identified. Vandalism is preventable. Be part of the solution, not part of the problem.

**Visitation**
Guests may visit for up to 72 hours at a time with **PRIOR approval from all roommates/suitemates.** Please note: A resident’s right to privacy (be it a roommate or a suitemate) takes precedence over another’s right to visitors. Visitors may be asked to leave immediately if policies are being broken. Please communicate with your room/suitemates before inviting guests into your room/suite. **Cohabitation is prohibited.**

*Additional information about policies and procedures can be found in UR Here and your housing contract. [www.reslife.rochester.edu](http://www.reslife.rochester.edu)*