

# Ithaca College

## Office of Residential Life and Judicial Affairs



October 2009

### Extended Occupancy Housing Update

This year, the Office of Residential Life opened with 677 students living in an extended occupancy space. On October 1, 2009, we had 587 students living in one of these spaces. The number continues to reduce as students request to move to traditional spaces.

At this time all students living in Extended Occupancy Housing, who were interested in moving to a traditional space, have been offered the opportunity to move. If students

continue to be interested in relocating they simply need to come to the Office of Residential Life located in the East Tower lobby and complete a wait list application.

The Office of Residential Life would like to encourage students living in Extended Occupancy Housing in a lounge to move to a traditional space in order to return the lounge to the community. As lounges empty, we will be working with the Office of Facilities to have the space reset as quickly as possible.

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### Break Information

When making travel plans for this academic year, we ask you to please remember that Ithaca College residence halls are closed during Thanksgiving Break, Winter Break, and Spring Break\*. Residents must vacate their rooms for each of these breaks, and under no circumstances may they stay late or move back in before the official opening date and time.

Please be aware, the residence halls close promptly at 12:00 noon on the Saturday of each break closing. Students who cannot leave campus by noon may wait in the Campus Center until 3:00 p.m. Students found in the residence halls and/or apartments after the advertised closing time and/or before the advertised opening time, without prior approval,

are subject to immediate removal from the building, judicial action, and a \$100 fine.

#### Thanksgiving Break

Close: Saturday, November 21, 2009, 12:00 noon

Open: Sunday, November 29, 2009, 12:00 noon

#### Winter Break

Close: Saturday, December 19, 2009 12:00 noon

Open: Saturday, January 23, 2010, 10:00 a.m.

#### Spring Break

Close: Saturday, March 13, 2010, 12:00 noon

Open: Sunday, March 21, 2010, 12:00 noon

#### Summer Break

Closing I: Saturday, May 15, 2010, 3:00 p.m. *(All students except for graduating seniors, Circles residents.)*

Closing II—Monday, May 24, 2010 3:00 p.m. *(All graduating seniors and students remaining for senior week.)*

No student may re-enter the residence halls prior to the advertised opening times.

*\*Only residents of the Garden and Circle Apartments may remain in their apartments during Thanksgiving, Winter, and Spring breaks. HOME Program (Terrace 3) residents may remain in their rooms during Thanksgiving, Winter, and Spring breaks, with prior approval, with the exception of December 23, 2009 after 12:00 noon to January 4, 2010 at noon, since the college will be closed.*

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## Residential Learning Communities

“OUR LEARNING COMMUNITIES PROVIDE STUDENTS WITH THE OPPORTUNITY TO SOCIALIZE AROUND COMMON INTERESTS AND TO CONNECT THEIR IN CLASS EXPERIENCES WITH THEIR LIVING ENVIRONMENT. “

The Office of Residential Life is proud to host six Residential Learning Communities located in the Terraces and Quads. Our learning communities provide students with the opportunity to socialize around common interests and to connect their in class experiences with their living environment. Each community hosts one or more faculty members (faculty fellows & associates) who work closely with the students and staff.

The learning communities are planning a variety of

exciting fall events! The Outdoor Adventure Learning community is planning an area hike and a white water rafting trip. The H.O.M.E (Housing Offering Multicultural Experiences) Program and the Sustainably Conscious community are planning a variety of community dinners, film discussions, and speakers. We are thrilled to offer two new language communities in Terrace 11, Stockwerk Deutsch (German language community) and Quartier Français (French language community). And, we are

adding Vecinos (the Spanish language and culture community) for fall 2010!

To learn more about our Residential Learning Communities, please visit the **Office of Residential Life's** website. Students who are interested in moving into the communities in the spring semester may apply on HomerConnect. For more information or specific questions, please contact Ron Trunzo, Associate Director of Residential Life & Judicial Affairs, at 607-274-3141 or [rtrunzo@ithaca.edu](mailto:rtrunzo@ithaca.edu).

## First Year Residence Hall Program!

The First Year Residence Hall Program is located in Boothroyd, Rowland and Tallcott (BRT) Halls in the upper quads. The program is designed to provide a focused environment where first year students will actively participate in activities designed to address social, personal and academic issues in their transition to the Ithaca College community. This year we are piloting a new program

model that focuses on social events and relevant campus resource topics during the first six weeks of the semester. We have also increased the number of Resident Assistants (RAs) working in BRT so that RAs have more time to make individual connections with your students on a regular basis. Students in BRT also have the opportunity to interact with three Faculty Fellows right in

their living environment: Dr. Ellen Staurowsky from Sports Management & Media, Dr. Jean Hardwick from Biology, and Dr. Jason Freitag from the History Department. If you have any questions about the program, feel free to contact Ericka Smith-Schubart, Residence Director for BRT, at [smith@ithaca.edu](mailto:smith@ithaca.edu), or Ron Trunzo, Associate Director, at [rtrunzo@ithaca.edu](mailto:rtrunzo@ithaca.edu).

## Roommate Conflicts

Many roommates will experience conflict at some point. Communication is always the key! If your student is experiencing conflict with a roommate, encourage them to **“talk it over” as soon as possible** and not wait for

the situation to become too much to handle.

If students are unable to work out their conflicts, they should contact their Resident Assistants (RA). RAs are trained in mediating conflicts and will meet

with the students to try to resolve the issue. The professional Residence Director (RD) responsible for the residence hall can also become involved to assist the students in coming to a resolution.



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## " College: I'm here! Now what do I do? "

Cherae Hendy, contributing student  
Business Administration Major, 2010

In movies the typical college student is an avid partier who is ready to take the town by storm, on a road to self discovery, and ready to rebel against the good teen image and make a strong identity on their new turf. These portrayals may have caused many **students to hold "high" expectations** for college, thinking it would be an automatic party station. However, in regards **to your IC student there's a good chance** that there was a much deeper meaning to their decision to come here. IC students choose an institution like ours based on their own intellectual curiosity and quest for knowledge.

With over 200 academic, social, culture/ethnicity-based, service, and athletic groups on campus, your student has a myriad of activities waiting at their fingertips. Many of our academic programs are considered pre-professional networks that allow students to engage with their peers, professors, and professionals who volunteer to mentor and help them adjust to the reality of their future profession. These networks also promote numerous programs on campus to help students with the social aspects of their career. For example, each year the Women in Business Network holds a golfing event to teach its members how to golf. Events like these do not solely focus on the importance of professionalism but also how to have fun and enjoy the so-

cial aspects of a career. However, your student does not have to be in a professional organization in order to reap the benefits of the many activities on campus. Other great campus programs range from Ultimate Frisbee and Ballroom Dancing to Habitat for Humanity and the Caribbean Students Association. All of these organizations are great opportunities for students to meet one another and become more familiar with the campus and what the school has to offer.

Just remember, the first couple of months are the hardest with adjusting to a new environment. Even with all of the clubs and learning opportunities, time can always be an issue. Students, like myself freshman year, can easily get carried away with the number of extra-curricular activities they sign up for and the new workload of college. This is completely normal during the first year of college. With all of the excitement of going to college and embarking on this amazing, life changing experience we can sometimes think **we're invincible and can take on the world. But don't worry. The first few weeks are similar to a shopping period. Once they start adjusting, they will also begin sifting through what they like and don't like. They will soon realize that a lot more can be accomplished with fewer commitments. An otherwise, they will just be spreading themselves thin, which is ultimately counterproductive - Now on the other hand, if your stu-**

dent has not decided to join any on campus groups or organizations, be sure to encourage them to do so! Who knows what resources, knowledge, or experience they may be missing out on.

**And lastly...I want to reassure you we do not fit into the mold of the "typical" wild college campus.** IC offers all students the opportunity to engage in exciting, yet safe, experiences right here on campus. On weekends, we have the best events including school run programs by the Student Activities Board (SAB). In the past **we've had large concerts featuring OAR and Motion City Soundtrack**, as well as many other famous comedians and performers. SAB also has IC After Dark - another outlet for students to hang out with friends at night and participate in fun activities on campus. From bull riding to casino night, IC After Dark is always a **big hit. It's free, open to the entire Ithaca College community, and another great way to meet people. So don't fret!** Your student is in great hands. As long as they get involved, they will slowly adjust and find their niche. Just give them **some time and if they're still confused try giving them some of these pointers.** The most important thing from this experience is to take advantage of what IC has to offer as we all embark on this amazing, life changing experience we call college.



Cherae Hendy,  
contributing student

"IC students choose an institution like ours based on their own intellectual curiosity and quest for knowledge."

# Ithaca College

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## Maintenance Requests

Non-emergency maintenance and mover requests can be submitted and the status of the request tracked online at <http://www.ithaca.edu/facilities/iser vice.html>. Work requests are typically completed within 10 business days. To follow up on a work request that is outstanding for more than 10 business days, contact the Facilities Office.

If your student has an emergency request on a weekday, they should contact their Area or Satellite Office between 9 a.m.—9 p.m. For after-hours and weekend emergencies, they should contact their Resident Assistant (RA) on duty.

We are now accepting loft requests. Students can request to have their bed lofted by submitting a maintenance request.

“ BEGINNING THIS YEAR ALL HEALTH AND SAFETY VIOLATIONS ARE CONSIDERED STANDARD VIOLATIONS AND WILL RESULT IN A WRITTEN WARNING AND A \$25 FINE THE FIRST TIME “

## Health & Safety Inspections

The RA staff inspects residence hall rooms during the month of September to check for health and safety violations and if something is found the student is informed and asked to remove the item. This first inspection is meant to be educational and there are no judicial sanctions or fines assessed to the student. Subse-

quent inspections occur at the start of Thanksgiving, Winter and Spring breaks.

Any health and safety violations found during the inspections will result in a written warning and a \$25 fine the first time. Any subsequent violations will continue to result in a \$25 fine, however, the judicial sanction may be increased to disciplinary probation

and include an educational project such as attendance at the Fire Safety seminar.

The Residential Life staff distributes specific health and safety brochure to students and parents at our summer orientation informational sessions.

Our goal is to keep all members of the Ithaca College community safe.

## Card Access to Residence Halls

In order for students to gain access to their residence hall, they must place their ID card anywhere near the proximity “prox” reader at the entrance to the building. Each residence hall has a card reader at its entrance doors so that residents have access only to the

building in which they live. In order to enter another residence hall, students have to make contact with the person they are visiting—using either their cell phone or one of the courtesy phones located at the exterior entrance to each building. The resident will come to the door and es-

cort the visitor to the desired location. This method also applies when students need to gain access to Residential Life offices located outside of their own residence hall (e.g., Residence Director Offices or Area Offices). They must contact the office and have the door opened for them

## Card Access to Residence Halls Con't

by a staff member. All students must carry their keys and student ID with them at all times. If a student misplaces his or her key, the student will need to go to the appropriate Residential Life Area Office and use a phone to contact a staff member to come to the door, at which time lockout services can be employed for a \$10.00 fee. Students will be granted one free use of the lockout service per semester. If a student misplaces or loses his or her ID Card, the student will need to go to the ID Office for a new card, or the Office of Public Safety

after business hours or on weekends. An ID replacement card costs \$20 for an on campus resident. There is an increasing scale for each time thereafter.

Card access has been added as an enhancement to our residential security. Any person found propping open a residence hall door or otherwise attempting to gain unauthorized access to a residence hall will face disciplinary action under the Ithaca College Judicial System. As an additional level of security, entrance

doors have been outfitted with local horns that will alert residents in the area that a door has not closed. The card access system will also alert our Office of Public Safety any time a door has not fully closed or when a door is forced open.

Even with the card access system is in place, we continue to remind all residents to refrain from allowing unescorted individuals into the residence halls.

Please direct any inquiries to: [idaccess@ithaca.edu](mailto:idaccess@ithaca.edu)



## Off Campus Information for Fall 2010

The Office of Residential Life is offering a one-time early off-campus release guarantee to the first 500 students who apply for off-campus status for Fall 2010 between November 2 and November 30<sup>th</sup>. November **will begin this year's off-** campus application process and it will be on-going until the Office of Residential Life announces its close. There will not be a separate off-campus process occurring in the spring.

The first 500 students applying between November 2<sup>nd</sup> and November 30<sup>th</sup> will be guaranteed off-campus status for Fall 2010. In or-

der to be considered for off-campus status, students need to complete the off-campus application, the off-campus **module, "Putting the Pieces Together: Being a Responsible Member of the Ithaca Community"**, and parent guardian approval must be submitted if you are under the age of 21. Students should not sign any leases before they are officially approved to move off campus by the Office of Residential Life. Please consult the Ithaca College residency policy at [\[eslife/rl\\\_guide/residencypolicy.htm\]\(http://www.ithaca.edu/eslife/rl\_guide/residencypolicy.htm\)](http://www.ithaca.edu/r</a></p></div><div data-bbox=)

The Office of Residential Life will continue to accept off-campus applications after the 500 application target and November 30<sup>th</sup>; however these applications will be placed on an off-campus waitlist and prioritized by the date and time the application is received.

Students who will be seniors for fall 2010 (have completed six full semesters by the conclusion of the spring 2010 semester) do not need to participate in the off campus approval process.

**"EACH RESIDENCE HALL HAS A CARD READER AT ITS ENTRANCE DOORS SO THAT RESIDENTS HAVE ACCESS ONLY TO THE BUILDING IN WHICH THEY LIVE."**



# Ithaca College

## Residency Policy

Ithaca College has a three year residency policy requiring all non-seniors to live on-campus unless they receive approval to move off-campus by the Office of Residential Life. Only students with senior standing are guaranteed off-campus approval until they secure fall housing. Once a senior secures on-campus fall housing, they relinquish their exemption status.

We strongly encourage any non-senior student or senior who relinquished their ex-

emption not to sign any lease until he/she has received off-campus approval from our office. In the event that a student or a group of students signs a lease before receiving approval and approval is not granted, on-campus room **and board will be charged to your student's** account. No exceptions will be made.

If you have any questions regarding off-campus approvals, please contact us.

## Damage Billing Information

While living in campus housing, students are responsible for the safety and condition of College property in individual rooms and apartments/suites. Students must pay replacement, reassembly, or repair costs for any missing or damaged property. Damage billing is done through the Office of Residential Life at the end of each semester. Students can avoid damage billing by doing the following:

1. Carefully complete the Apartment or Room Condition Report (ACR/RCR) which was provided to them at check-in to ensure it reflects the condition of their room or apartment and turn it in to their Area Office or RA.
2. Personalize the room in ways consistent with policy. You can find information about room personalization on the Reslife website at <http://www.ithaca.edu/resli>

[fe/rl\\_guide/room\\_personalization.htm](http://www.ithaca.edu/reslife/rl_guide/room_personalization.htm)

Checking out of a room  
Students have two options when checking out of their room/suite/apartment. First, students may simply return their keys (room/suite/ apartment and mail) to the appropriate Area Office and sign the Key Record Form after they have removed their belongings and cleaned their space. The Residence Director will damage bill the space after the student has left.

**A student's second option is** to request an escorted checkout with a professional staff member. Appointments need to be made 24 hours in advance with the Residence Director and are based on staff availability. At that time, the professional staff member will walk through the room/suite/apartment with the student and indicate which items the student will

be billed for on their bursar account.

When damage billing the space, the professional staff member uses the RCR/ACR to determine any damage beyond normal wear and tear or if any Ithaca College property is missing. In either case, a student may appeal a charge, so long as the student has completed and returned an RCR/ACR after moving in. If a student has not completed an RCR/ACR, they are not eligible to have an escorted checkout and they have waived their right to appeal any damages assessed by the Office of Residence Life .

### Damage Bills

Bills are sent to all students at the conclusion of each semester. Any questions regarding the damage billing status for your student should be directed to [reshallops@ithaca.edu](mailto:reshallops@ithaca.edu).

## Go “Green” - IC Style

When we first think of ‘going green’ we most commonly think recycling, fluorescent light bulbs, organic foods and energy powered cars. What about cleaning products? We use them every day whether we are washing our hands, cleaning the countertops or mopping the floor. The chemicals in traditional cleaning products stay on these surfaces and in the air far longer than the time we use them, making them more a part of our lives than we may think.

The risks of common cleaning products are not highly publicized. We at Residential Life want to share information with our residents regarding the everyday products, foods and items they may use, and yet may

be unaware of the harm they may cause to themselves or environment. We will do this through a ‘Go Green’ series beginning with ‘Go Green: Clean Green’ which will focus on how residents clean their on campus rooms and/or apartments in a more environmentally friendly way. Currently, Ithaca College Facilities uses Green Seal products, specifically the Johnson Diversey line, throughout campus, including the residence halls. However, students are responsible for cleaning their own rooms (and in the apartments their own rooms, kitchens, bathrooms and common areas) and may not use environmentally safe products such as the ones used by facilities. Through the program, residents will be educated on

environmentally friendly cleaning products that are better for their personal health, and still do the job that the old standbys. Not only will they be informed about products they can buy, but how they can make an at home cleaning kit from items in their kitchen.

Raising awareness of the personal and environmental impacts of such products is one of the goals of the ‘Go Green’ program. Follow up programs will include ‘Go Green: Green Beauty,’ ‘Go Green: Eat Green’ and ‘Go Green: Green Dorms.’ Each of these will educate Ithaca College students and what they can do to reduce their carbon footprint and help preserve our environment.

Contributing Student:  
Shannon Rielly

## RA Application Process Now Open: Characters Welcome

The RA Applications process is now open to all students at Ithaca College. We are looking for energetic, motivated, and caring students from all walks of life to join our family. RAs learn valuable skills such as time management, event planning, conflict resolution, and community building.

There are two processes this year: applicants for a position in the Spring 2010 semester should have applied by Friday, October 9. Applicants interested in the Fall 2010 semester should apply in the process starting in December of this year.

If your student is ready to take on this challenge, please direct them to our website: <http://www.ithaca.edu/reslife/ra/index2.htm>. This site features the online application, time line of the process, and frequently asked questions.



## RHA Says, “Welcome Home!”



RHA and advisors.

IC’s Residence Hall Association welcomes your students into our community! Our theme, “many voices, one community” is embodied by our community banner this year. This is an open project that IC’s residents helped create to foster togetherness on our campus. Scores of signatures and drawings on our banner will travel around campus this year to entertaining and educational programs that RHA sponsors and puts on.

This year’s programming will include a special focus on activities we host right in our residence halls! Res hall programs make it easy for on-campus students to learn fun things and talk to new people without leaving home. And as always, we’re still hosting fun campus favorites like our Ithaca’s Got Talent competition.

RHA is also committed to making positive changes that help residents feel at

home. Our Campus Change Committee will continue last year’s momentum to address past concerns while staying current with this year’s resident attitudes. RHA is here to make living on-campus a great experience! Parents or students with questions or concerns can contact us at [rha@ithaca.edu](mailto:rha@ithaca.edu). Also be sure to visit our web page [www.ithaca.edu/rha](http://www.ithaca.edu/rha) and our blog [www.icrha.blogspot.com](http://www.icrha.blogspot.com)!

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### Vision Statement

The Offices of Residential Life and Judicial Affairs strive to establish Ithaca College as a national model for student-centered, living-learning environments.

### Mission Statement

The Offices of Residential Life and Judicial Affairs are committed to creating safe, comfortable, inclusive, academically-oriented residence hall communities. Our staff is dedicated to support students through the challenges, crises, and conflicts they might experience during their college years.

Working collaboratively with all members of the Ithaca College community, these offices strive to complement and enhance students' educational experience. Student-centered programs and services are created and implemented emphasizing individual and community development, goal and value enhancement, and academic success.

### Statement of Diversity

The Offices of Residential Life and Judicial Affairs are committed to attracting and supporting a diverse body of students and staff. We strive to recognize and celebrate all realms of difference represented in the global community.