

Slug Life Guide



**COLLEGE NINE & COLLEGE TEN
STUDENT HANDBOOK**

**College Nine & College Ten
Student Life Guide 2013-14
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Welcome to the Neighborhood!

College staff, student leaders and faculty would like to welcome you to College Nine and College Ten. Your arrival and future participation in college programs, organizations and leadership opportunities help to create two distinct and powerful communities. Together, we celebrate our themes, our lives and the impact we can have on the world. We are glad to have you join our college family.

College Nine and College Ten are communities that cherish the free and open exchange of ideas and opportunities for the pursuit of knowledge. Maintaining this freedom and openness requires objectivity, mutual trust and empathy; it requires the absence of coercion, intimidation and exploitation. Actions of disrespect, intolerance or any behavior (spoken, written or physical), which maligns another individual or group of individuals on the basis of age, creed, ethnicity, race, nationality, language, gender, gender identity, physical ability, political views, religion, sexual orientation, socioeconomic status or other differences will not go unchallenged. Freedom of expression does not mean freedom to violate others' rights or to cause harm to any individual or group. These expectations are an integral part of the college's programs and goals.

COLLEGE NINE MISSION STATEMENT

College Nine's intellectual theme is international and global perspectives. Our mission is to empower students to achieve educational success in the context of a diverse learning community that encourages critical thinking and ethical development. Students are provided with opportunities to develop critical thinking, leadership skills, and cultural competency. Through these experiences, our aim is for College Nine students to become conscientious global citizens with an appreciation of our interconnected world.

COLLEGE TEN MISSION STATEMENT

College Ten's intellectual theme is social justice and community. Our mission is to empower students to achieve educational success in the context of a diverse learning community that encourages critical thinking and ethical development. Students are provided with opportunities to develop critical thinking, leadership skills, and cultural competency. Through these experiences, our aim is for College Ten students to become engaged citizens with a lifelong commitment to social justice.

UCSC PRINCIPLES OF COMMUNITY

The University of California, Santa Cruz is committed to promoting and protecting an environment that values and supports every person in an atmosphere of civility, honesty, cooperation, professionalism and fairness.

UC Santa Cruz expects that every campus member will practice these Principles of Community.

We strive to be...

Diverse: We embrace diversity in all its forms and we strive for an inclusive community that fosters an open, enlightened and productive environment.

Open: We believe free exchange of ideas requires mutual respect and consideration for our differences.

Purposeful: We are a participatory community united by shared commitments to: service to society; preservation and advancement of knowledge; and innovative teaching and learning.

Caring: We promote mutual respect, trust and support to foster bonds that strengthen the community.

Just: We are committed to due process, respect for individual dignity and equitable access to resources, recognition and rewards.

Disciplined: We seek to advance common goals through reasonable and realistic practices, procedures and expectations.

Celebrative: We celebrate the heritage, achievements and diversity of the community and the uniqueness and contributions of our members.

We accept the responsibility to pursue these principles in an atmosphere of personal and intellectual freedom, security, respect, civility and mutual support.

Student Conduct: Policies & Procedures

PHILOSOPHY OF DISCIPLINE

Knowledge of the student conduct process begins with a student's arrival on campus. Each student has access to the UCSC Student Policies and Regulations Handbook. Additionally, students in any University sponsored housing receive the UCSC Housing Terms and Conditions of Residence. Students are held accountable for the information in these documents, so it is each student's responsibility to read and fully understand the campus rules and regulations as written. These community standards are designed to support the learning environment for every member of our University community.

For students living on campus, the residential staff is another component of the student conduct process. Professional and student staff, including Community Service Officers (CSOs), Community Advisors (CAs), and Coordinators for Residential Education (CREs), work together to teach and model the standards of behavior. In cases of potential conduct violations, on-campus students will generally interact with the CSOs, CAs, and CREs, and the Associate College Administrative Officer (ACAO) or the College Administrative Officer (CAO).

College staff members take an educational approach to the judicial process. They seek to work with and educate students about the importance of following community standards and college policies to insure a safe environment for all. The educational process includes explaining expectations of student conduct and the reasons why the policies and procedures exist so that students will be aware of the repercussions of their actions.

The judicial process is a cumulative one. This means when a student is involved in a policy violation, all previous violations and judicial interactions are taken into account when determining the sanctions, or outcomes of the situation. Repeated disciplinary violations may lead to cancellation of a student's housing contract, exclusion from the college, warnings, and suspension or dismissal from the University.

STANDARDS OF PROOF: PREPONDERANCE OF EVIDENCE

It is important to remember that the University is not a court of law. Therefore, when adjudicating a possible violation of college or university rules and regulations, college officials will utilize what is called preponderance of evidence. Simply stated, preponderance takes into account the evidence available for both sides of a case and makes a judgment in favor of the evidence, which is more convincing and makes the most sense.

FINES AND SANCTIONS

In concurrence with the student conduct process, students found responsible for conduct violations will find themselves at some level of discipline in the conduct system, and they may be required to fulfill an educational sanction and/or pay monetary restitution. Sanctions are issued to help educate students about the rationale behind the policy they violated and to make them think about the possible consequences for their actions before repeating a policy violation. Sanctions range in severity from a warning letter to removal from the University. Philosophically, we follow a policy of using educational sanctions rather than simple punitive sanctions or monetary fines, but there are situations where restitution must be made. Educational sanctions can include anything from presenting a program or attending an Alcohol and Other Drug workshop or assessment. Fines are levied for any vandalism or damage caused to University or personal property, and/or for finable violations (e.g., tampering with fire equipment, skateboarding, etc.).

Sample Alcohol and Other Drug (AOD) Sanction:

Sample AOD sanctions are listed to illustrate the severity of the nature of these policy violations. Illegal use and abuse of alcohol and other drugs will not be tolerated.

*All first offenses that include illegal possession or use of alcohol (alcohol in a public area, underage possession/under the influence, contributing to the delinquency of a minor, or other policy violations that include the presence or use of alcohol) will automatically result in the student being placed on at least a University Warning Level and include a related educational sanction.

*All kegs and common source containers will automatically result in the student being placed on at least a University Probation Level and include loss of housing, referral to an AOD (Alcohol & Other Drug) program, and other sanctions.

*All marijuana possession or use violations will automatically result in the student being placed on at least a University Warning/Probation Level and include referral to an AOD program, plus other sanctions.

*All drug policy violations for possession or use of controlled substances, other than marijuana, (heroin, crack, hallucinogens, cocaine, etc.) may include loss of housing, referral to AOD program, and referral to Campus Judicial Officer for recommendation of other University disciplinary action.

JUDICIAL PROCESS

The College adjudicates disciplinary violations in accordance with the Student Policies and Regulations Handbook, University Terms & Conditions of College Residence & College Nine & College Ten Student Life Guide. The following is a flow chart describing the judicial process:

Initial Documentation

Any student, staff or faculty member can submit documentation, generally in the form of an incident report, to the Residential Life Office to report issues of concern or violations of College or University policy.

Fact Finding

An Adjudicating Officer will then proceed with determining finding of fact. This may include meetings with any students, staff or faculty involved in the situation. Additional people may be contacted if information outside the scope of the adjudicating officer is needed (e.g., contacting ITS or ResNet for computing violations).

Decision

From the information available and using Preponderance of Evidence, a determination will be made as to whether or not a person is found responsible for a violation.

Responsible

If a student is found responsible, the student will be offered a voluntary resolution, which may include University disciplinary sanctions and/or educational sanctions. When a student is found responsible the individual may choose to appeal the decision in accordance with the appeal process.

Appeal

If the student appeals, the Appeal Officer (the Appeal Officer will be specified in the decision letter) will review the case. The Appeal Officer will hear the appeal and may choose to uphold the decision, alter the sanction, or dismiss the case.

Accept

If the student accepts the decision of the Adjudicating Officer, the student will be required to complete the relevant sanctions, and then the case is closed.

Not Responsible

If a student is found not to be responsible, the case is closed.

APPEAL PROCESS

A student may choose to appeal a decision made by a sanctioning body. The appeal must be received by the designated Appeal Officer in written form within five days of receiving the decision. Only one level of appeal is permitted and reasons must be based on the following:

1. Whether there is substantial evidence, which contradicts the finding(s) of violation of University policies or campus regulations for which the discipline was imposed.
2. Whether there is evidence, which could not be adduced at the time of the original hearing, which is likely to change the result.
3. Whether there was not procedural fairness at the conduct of the hearing.
4. Whether the sanction imposed was too harsh given the findings of fact.

SUMMARY

This overall summary is meant to give a general idea of the procedural aspect of the student conduct process. Keep in mind the process is very fluid. Factors affecting the outcome of the process may include but are not limited to the severity of the violation, the amount of cooperation given to the staff member addressing the violation, the willingness to accept responsibility for actions, or the amount of honesty or remorse shown by the person violating the policy.

The range of sanction levels includes administrative resolution, warning, censure, or disciplinary probation. However, depending on the incident, a student may be asked to leave campus housing for a first offense. There is a great deal of flexibility in the process that is up to the discretion of the CRE/ACAO/CAO. This flexibility however does not take away from the student's right to due process. Students are given written notice of violations in advance of a meeting with a staff member, the ability to share their interpretation of the incident with the CRE, ACAA or CAO, and the right to appeal the decision. All disciplinary records will be kept on file in the College Residential Life Office and the Office of Student Judicial Affairs.

COLLEGE RULES AND REGULATIONS

It is the responsibility of each individual to know and abide by the Rules, Regulations and Policies of the College and the University. Read the UCSC Student Policies and Regulations Handbook, University Terms & Conditions of College Residence, the College Nine & College Ten Student Life Guide and all official newsletters, flyers, and mailings for details regarding policies on student conduct and academic integrity. Please talk to your Residential or College staff if you have any questions/concerns.

The University's complete regulations and policies are contained in the Student Policies and Regulations Handbook, which can be found online at www2.ucsc.edu/judicial/

In order to carry on its work of teaching, research, and public service, the University has an obligation to maintain conditions that allow this work to proceed freely. This is done in accordance with the highest standards of quality, institutional integrity and freedom of expression, as well as with full recognition by all concerned of the rights and privileges, as well as the responsibilities, of those who comprise the University community. Each member of the UCSC community shares the responsibility of maintaining an environment conducive to the achievement of the University's purposes.

The University's standard of conduct consists of system-wide policies, campus regulations, and individual College rules. The Chancellor has delegated authority to the Provosts, College Administrative Officers, and Dean of Graduate Studies and Research or their designees to impose discipline for violation of these policies, regulations, and rules.

The following is by no means a complete list. It is the responsibility of each individual to know and abide by the rules, regulations and policies of the College and the University.

Any violation of any College and/or University policy can lead to disciplinary action.

ACADEMIC INTEGRITY

Academic Integrity is the cornerstone of a university education.

Principles

1. Academic misconduct includes but is not limited to cheating, fabrication, plagiarism, or facilitating academic dishonesty or as further specified in campus regulations.
2. Instructors shall make a reasonable effort to explain to students at the outset of a course the behavior that is expected of them when taking examinations or preparing and submitting other course work.
3. In the event that academic misconduct is suspected, due process shall be respected.

4. All members of the university community who suspect academic dishonesty should report it to the instructor of record. If the instructor of record is unavailable, or the case is outside the scope of the course, it should be reported to the chairperson of the department sponsoring the course. If so desired by the student, the chairperson will maintain the student's identity in strict personal confidence, even at the expense of dropping the case.
5. The instructor of record is responsible for recommending the academic sanctions to be imposed. Academic sanctions may include reduced scores on assignment(s), a reduced grade in the course, or failure of the course.
6. Disciplinary sanctions are determined by the provost of the student's college, or, if the student's case goes to a hearing, by the Academic Tribunal. Sanctions range from a letter of censure to dismissal from the University.
7. The decision of the Academic Tribunal is final. Appeals to the chancellor will be considered only for alleged violation of due process.
8. In a case of academic misconduct involving more than one student, provosts will coordinate their decisions to ensure that disciplinary sanctions are applied fairly.
9. No grade notation or narrative evaluation will be issued until the process outlined is completed and a final decision is made on the charges and the sanctions to be imposed. The student may appeal the academic sanctions (grade or narrative evaluation) imposed by the instructor, through the Narrative Evaluations Student Grievance Committee.
10. In serious cases in which academic misconduct has been determined to occur, a notation of misconduct shall be entered for a specified period on a student's transcript, including all external copies.

A-Z Residential Rules & Policies

ALCOHOL

The Student Policies and Regulations Handbook states that any violation of the following code (see handbook policy 102.18) may result in disciplinary action:

Manufacture, distribution, dispensing, possession, use, or sale of, or the attempted manufacture, distribution, dispensing, or sale of alcohol which is unlawful or otherwise prohibited by, or not in compliance with, university policy or campus regulations, which include:

a. the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bottlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; or any attempt to commit any of the foregoing violations.

ANIMAL/PETS

No pets (except fish in an aquarium 10 gallons or smaller) are allowed in the College residential community.

BARBECUES

The Fire Department strictly prohibits barbecues on balconies, patios, or within 20 feet of a building.

BEHAVIOR

Any student, who by virtue of their behavior to themselves or others, shows an inability to be a member of the College community, live in a group setting, and/or refuse intervention may be asked to leave and possibly be restricted from the College housing units. Individuals may be asked to commit to a behavioral contract that may involve the intervention of other resources as prescribed through the disciplinary process.

CANDLES

The use of candles, lanterns, and open flame devices are strictly prohibited. Decorative candles without a burnt wick are acceptable.

COMBUSTIBLE MATERIAL STORAGE

Under the fire code, no combustible or flammable material may be stored at the College or anywhere near the residential facilities. For information regarding this topic, contact the Maintenance Supervisor at (831) 459-3310.

CONCEALMENT OF VIOLATIONS

Residents have the responsibility to report policy violations. Concealment of such violations may result in judicial action.

COURTESY/QUIET HOURS

In order to preserve the academic and community standards of the College, noise levels must be held to a minimum (referred to as “courtesy hours”). Due to the intermingling of classrooms among the residential buildings and our densely populated living spaces, it is very easy to disturb classes and/or your neighbors with loud music or other noises. “Courtesy hours” for individual and community noise levels have been established for use 24 hours a day. The College has also established specific “quiet hours.”

During “quiet hours” it is the responsibility of each resident to make sure that his or her activities are not disturbing to any neighbors. If you’re not sure if you are being too loud, stand outside of your room/apartment. If you can hear music, the television, or a gathering of people through a closed door or a wall, you are being too loud! While it is your responsibility to ensure that noise from your room/apartment cannot be heard from outside your door/windows, it is also your right that noise from outside your room/apartment should not disturb you. Community members engaging in outside activities must be respectful of residents in nearby buildings. If you are bringing a stereo, plan to use headphones.

QUIET HOURS are listed below. Along with these hours courtesy and civility are expected twenty-four hours a day by all students and their guests.

Sunday-	From 10:00pm Sunday to 8:00am Monday
Monday	From 10:00pm Monday to 8:00am Tuesday
Tuesday-	From 10:00pm Tuesday to 8:00am Wednesday
Wednesday	From 10:00pm Wednesday to 8:00am Thursday
Thursday-	From 10:00pm Thursday to 8:00am Friday
Friday-	From 12:00am Sat morning to 10:00am Saturday
Saturday-	From 12:00am Sun morning to 10:00am Sunday

24 Hour quiet hours occur during final exam periods. The days and times will be posted, and failure to comply will result in disciplinary action, up to and including immediate removal from residences.

DANGEROUS ITEMS

Firearms, paint-ball, BB, or pellet guns, knives, and other dangerous items, even for display purposes, are prohibited by Federal, State, local and University regulations. Possession of any dangerous items can result in judicial action by the College and possible criminal action as dictated by law.

DECORATING

If you wish to hang things on the wall to decorate a residence hall or apartment room you can use pushpins or picture hangers. Please do not use nails or screws because of the damage that will occur to the walls and paint. Excessive damage to room walls and paint will lead to the resident(s) of the room being charged for repair. For all areas that are considered public and/or semi-private, you must get prior approval from the Coordinator for Residential Education.

DOORS

It is a violation of College policy to put anything on residence hall room doors or apartment front doors. In addition, dismantling, defeating or tampering with door closing/locking mechanisms are also prohibited (see LOCKS). Students may be subject to disciplinary action, including damage charges.

DRUGS

•The University and College adhere to all Federal, State, and local laws. The University strictly prohibits the possession, sale or transportation of any illicit drugs. Violation of this policy will result in judicial action and possible legal action being taken.

•Any person found to be under the influence or in the presence of any illicit drug is in violation of College policy.

•Unlawful manufacture, distribution, dispensing, possession, use, or sale of, or the attempted manufacture, distribution, dispensing, or sale of controlled substances, identified in Federal and State law or regulations, is strictly against university policy.

DRUG PARAPHERNALIA

Delivering, furnishing, transferring, manufacturing, and possessing drug paraphernalia is strictly prohibited anywhere on the grounds of College. Drug paraphernalia is defined here as all equipment, material, and products intended for use or designed for use in growing, processing, harvesting, storing, concealing, injecting, ingesting, inhaling, or otherwise introducing a controlled substance into the human body. For further information on this policy please refer to a residential staff person.

Examples of paraphernalia include, but are not limited to, pipes, water pipes, bongs, and hookahs.

FEDERAL/STATE LAWS

The University abides by all Federal, State, and local laws. It is the responsibility of each member of the Community to know and follow any applicable laws.

FIRE ALARMS

Failure to evacuate a residence hall/apartment when a general fire alarm is sounding is a violation of the housing contract and may result in disciplinary action.

FIRE SAFETY/EQUIPMENT

Tampering with smoke detectors, fire alarm stations, fire extinguishing devices, or door closures, is prohibited; such actions will result in disciplinary action and a possible fine. See Fire Safety section under Safety and Security for more detailed information. The College has established evacuation plans in case of fire; information is provided in your building/apartment.

FLOWER POTS/ WINDOW SILLS

Residents are prohibited from hanging or placing flower pots on the window sills due to rusting and safety reasons. The following items are also prohibited (bottles, wet-suits, wet towels, decorations, etc)

FURNITURE

Furniture may not be removed from any residence room/apartment or common area nor may it be placed outside on balconies or patios. Students found in possession of College/University furniture, other than what was assigned to their room/apartment, may be charged for its replacement. Most College furniture is not designed to be dismantled or used for purposes other than what its design intended. Residents found with dismantled furniture without College permission (CRE/Maintenance Supervisor/ACAO) will be charged for all costs related to making the furniture safe (up to and including replacement costs).

GENERAL CONDUCT

- As a student of UC Santa Cruz, you are expected to act maturely and with common sense.
- Because of the danger to innocent people, dropping or throwing any object out of or in to the residence halls or apartments is strictly prohibited. Violators will be referred for disciplinary action. Potted plants should not be placed on window ledges.
- "Water fights", with balloons, guns, pails, or any other object containing water (or any other liquid), are prohibited in all areas of the College.
- Frisbees, softballs, water balloons, or any flying projectile object should not be thrown down hallways or stairways.

GUESTS

•The Terms and Conditions states that a student may have a guest stay in their room/apartment for a maximum of 3 consecutive nights or 15 total nights per academic year. Please clear all overnight guests with your roommate(s)/housemates and let your Community Advisor know that you are going to be having visitors. Any student providing housing for guests in violation of this policy will be subject to disciplinary action. Residents will be held responsible for their guest's actions.

HALOGEN LAMPS

Due to the high risk of fire danger, all halogen lamps are restricted from residential facilities.

HARASSMENT

Physical and verbal harassment will not be tolerated by students, staff, or faculty and is prohibited on the UCSC campus and within College Community. If any form of harassment occurs, you should notify a staff member immediately. It is the policy of the College and the University that the working and learning environment shall be free of harassment, including any form of sexual harassment. The College and the University will take action to eliminate harassment. For further information on sexual harassment please refer to the Student Policies and Regulations Handbook or contact Rita Walker, the campus Title IX Officer, at 459-2462.

IDENTIFICATION

Students are required to carry identification with them at all times. When asked by a college official (any staff or faculty member), proof of identification must be shown. Failure to do so is considered non-compliance with the request of a college official and disciplinary action will be taken.

INCENSE

Burning incense is prohibited in all residential areas.

KEYS

Residents will receive the keys to their Residence Hall Building, room or Apartment at check-in. This key must never be duplicated or lent out to be used by anyone else. Students are responsible for key replacement costs and re-keying of the residence in the event that any University key becomes lost, damaged or stolen.

Keys must be returned to the appropriate staff member upon checkout. Any lost, stolen, or damaged keys must be reported to the Residential Life & Housing Office immediately. If loss is discovered after office hours, the student must report the missing key the next business day. There is a replacement cost for lost and non-returned keys.

LITTER

It is a community goal to make the College and UCSC a litter-free environment. Anyone found throwing garbage out of his or her room/apartment (into trees, bushes, groundcover, paths, etc.) will be subject to disciplinary action.

LOCKS

Any type of tampering with door locks or closing mechanisms is strictly prohibited. A violation of this policy could lead to disciplinary action and a fine.

MUSICAL INSTRUMENTS

Musical instruments are allowed in the residential facilities, but their use must conform to established courtesy/quiet hour policies. The playing of amplified instruments is not permitted in the residential facilities.

PAINTING

Residents are prohibited from painting any property of the University. It is considered vandalism and subject to disciplinary action (including damage charges).

PETS

See ANIMALS.

ROLLER SKATES and ROLLER BLADES

Use of roller skates and roller blades is prohibited on campus. Those caught skating may face disciplinary action and/or be fined.

SKATEBOARDING

Skateboarding is not allowed on University property.

SMOKING

In accordance with University policy for a smoke-free environment, smoking is prohibited in all indoor space at UC Santa Cruz, including all university housing facilities and residences. Additionally, the no smoking policy includes exterior stairways, decks, patios, and balconies. Through December 2013, smoking outside is permitted only in designated areas, at least 25 feet away from all buildings and air intakes, and not in any wooded or bush areas.

Safety Issues & Procedures

Our Colleges strive to provide our students with a safe and secure atmosphere conducive to the academic and social life of each student. The following provides students with several ways to increase their level of safety and security.

SECURITY

In the evenings (from 7:00pm to 3:00am), the College is patrolled by a night Community Safety Officer (CSO) who is in direct contact with the UC Police and Fire Departments through radio. CSOs are responsible for securing the College classrooms, offices, lounges and residential areas. Residence Halls are locked 24 hours per day. If you find yourself locked out between the hours of 7pm and 3am or if you should require the assistance of a CSO, contact campus dispatch by dialing 9-2100 from a campus phone or by calling 459-2100 from a regular phone.

The University is equipped with its own deputized Police Department that responds to emergencies 24 hours a day. The campus Police may be contacted for non-emergencies by dialing 459-2231, by dialing 9-2231 on any University phone/cell phone, or by using any of the phones designated by a blue light. Blue light phones require no phone number and will automatically place you in contact with the police.

GENERAL COMMUNITY SAFETY

In order to protect the individual safety of students, certain policies have been formulated. Included among these policies are:

1. Do not bring weapons onto campus. This includes any type of firearm (anything that will eject a projectile) and knives as defined by the California Penal Code.
2. Do not drop or throw any item out of your window.
3. Pranks designed to injure (either physically or emotionally) any persons are unacceptable.
4. Do not bring or store non-household chemicals (e.g. gasoline, laboratory chemicals, and motor oil) into residence halls or apartments. When improperly stored or disposed of these materials can endanger people and pollute the environment.
5. Skateboarding, rollerblading, and roller-skating are prohibited everywhere on campus.

THEFT

The majority of thefts are preventable. In order to protect yourself, you can:

1. Always close your door behind you. Do not disable door locks. Carry your room key with you. Do not prop open your room or apartment door. Do not disable automatic door closures. The Fire Code, for the protection of residents, mandates self-closing doors. Tampering with door closing/locking mechanisms may result in a fine and disciplinary action.
2. Lock your windows when you leave your residence.
3. Leave your valuables at home. Try not to bring your most expensive possessions to the College.
4. For those valuables that you do bring, have them insured and/or engraved.
5. When in the library or dining hall, do not leave your book-bag unattended. Your bag may not have anything of value in it, but the thief does not know this and may steal your stuff.
6. If at anytime you see a suspicious person in or around the residential areas please call the College CSO on duty during the evening hours. They are trained to investigate any unusual situations. During the daytime, contact the University Police. Remember that all students are required to carry ID and are easily identifiable. It is your right to know who is in your residential area. Residence Halls and Apartment Buildings are considered private, not public, areas and are open to College residents, their invited guests, and University personnel on University business only.
7. Get to know your neighbors. This will help you to identify who belongs, and who does not.
8. Never lend your room key out to anybody.
9. Secure bicycles at all times with a U-type lock. The safest places for bikes are on a designated rack, locked. Do not lock your bikes to light poles or stairway railings. This is a safety hazard and may result in the destruction of your lock and the confiscation of your bike.
10. If you have a vehicle on campus, a steering wheel lock and a pullout stereo are suggested. For motorcycles or scooters, a U-type lock can help prevent theft.

RECREATIONAL SAFETY IN RESIDENTIAL ENVIRONMENTS

Although there is space set aside in our communities for recreational activities, safety is our number one priority. Please keep safety in mind when planning or conducting any recreational activities.

Some activities are unsafe for the residential environment and should be restricted to the proper OPERS facilities. Such activities as martial arts, fencing, wrestling, soccer, rugby, football, baseball, softball and lacrosse should not be practiced in residential areas.

Some activities may pose a threat to passers-by and to nearby windows and buildings and care should be taken when planning where to conduct such activities. Activities involving thrown items fall into this category and include Frisbee and catch. Please only throw 'soft' balls such as tennis balls in the residential environment as 'hard' balls are more likely to cause injury if thrown wide.

Care should be taken when planning any activity that includes running to ensure that proper footwear is worn and that the activity does not interfere with local pedestrian or vehicular traffic and that tripping hazard are avoided.

Please stay out of planters and other areas that the groundskeepers maintain.

EARTHQUAKES

UC Santa Cruz is located next to several active fault lines. Therefore, it is important to be aware that a major earthquake is always a possibility. The following tips may help you to be more prepared. During the quake:

**For police, medical,
or fire emergency
dial 911 from any
phone**

**CSO Dispatch is
831-459-2100**

1. Stay calm.
2. If you are indoors, remain there until the shaking stops. Find cover under sturdy furniture or under a door jam. Keep away from windows.
3. If you are outdoors, move away from any buildings and into a clear area.
4. Shield yourself against flying debris by covering your head with anything that will shield you from debris or splinters. After the Quake:
 1. Leave the building by following the evacuation plan posted in each building. Do not use an elevator if the building is so equipped.
 2. Move away from buildings and any other hazards.
 3. Do not re-enter buildings immediately after quake. Wait for University personnel to allow you back in. There may be aftershocks that can be as or more powerful than the original quake.

ONLINE COMMUNITIES

Online social communities such as Facebook, Twitter, Tumblr and LinkedIn are a fun way to interact with friends and peers, share pictures and invite community members to activities. Please be conscious of the information you release in your online profiles and photos, many of which are public information. Personal info (phone numbers, addresses and birthdates) should be kept private – you'd be surprised how much of your info can be found by a simple online search. Unfortunately, this information can be exploited by other individuals and may be used for malicious purposes.

FIRE SAFETY POLICY

The following fire safety policies are intended to prevent injuries to members of the university apartment communities. These policies apply to the following apartment communities: undergraduate student apartments, graduate student apartments, suites and studios.

Apartments and residence halls will be inspected periodically by university staff to ensure that the following fire safety violations (acts, use, or practices) are not present in both the private rooms and common areas of the living unit. When violations are noted, residents will be asked to correct the violation. Continued violations may result in a referral to the student judicial system and will be addressed as a housing contract violation. Pending adjudication, residents may have their housing contract canceled.

References to these policies may also be found in other university publications such as the college handbook, the housing contract and the Student Policies and Regulations Handbook. If you should have questions about these policies, please contact a Residential Staff Member, College Administrative Officer or Fire Chief.

The Use of the following Hazardous Appliances are Not Allowed:

- tubular type Halogen lamps
- hot plates in areas other than kitchens is prohibited
- toaster ovens in areas other than kitchens is prohibited
- electric heaters not equipped with automatic “tip-over” switch
- non-UL listed appliances

The Use of Open Flames are Not Allowed:

- candles
- kerosene lamps
- stoves or similar items
- use of barbecues on balconies, patios or within 20 feet of a building

Electrical Hazards such as the following are Not Allowed:

- overloaded receptacles (use of “octopus” adapters)
- use of unapproved extension cords (e.g. non-over current protected and exceeding 6 feet in length)
- electrical cords nailed or stapled to walls
- missing or broken electrical wall plates
- inadequate/substandard splices of electrical cords
- incandescent bulbs such as those used in holiday lights

Excessive Combustible Materials are Not Allowed:

- excessive disorderly conditions and the storage of excessive amounts of paper, cardboard, boxes, newspaper, etc.
- partitions or wall paneling installed by residents
- excessive decorations, tapestries, posters, or other wall coverings
- tapestries not tacked tight to walls
- tapestries or other combustible decorations attached to ceilings
- combustible waste containers
- fireworks, explosives, ammunition

The Storage of Flammable or Combustible Liquids is Not Allowed:

- gasoline, kerosene, charcoal starter, turpentine, laboratory chemicals, or similar substances
- motorized vehicles (mopeds, motorcycles, motorbikes), or other gasoline powered equipment

Tampering with or Impacting Fire Protection Equipment is Not Allowed:

- smoke detectors covered, blocked, disabled or tampered with
- fire sprinkler heads operationally compromised by presence of tape, paint, hanging material or obstructions
- items hanging on sprinkler piping (bicycles, plants, stereo speakers, clothing, etc.)
- activity that impacts the functioning of any automatic door closure mechanism

ADDITIONAL FIRE SAFETY

There are a number of steps that can be taken to help reduce the possibility of a fire or to help reduce damages if one should occur.

1. Know the location of fire extinguishers and alarms nearest you.
2. Do not bring scooters, mopeds, gas cans, or any gas operated vehicles into residential buildings. No flammable liquids are allowed in residences.
3. Use only 3-prong extension cords in college residences that are Underwriters Laboratory Listed, extension boxes with built-in fuse protection.
4. Keep stairways, hallways and exits free of debris, furniture, and personal property in order to allow safe exit.
5. Do not cover or hang anything from the emergency sprinkler system.
6. Burning candles are NOT allowed.
7. Be careful when smoking and smoke only in approved areas until December 2013. Because of the damage to property, use of hookahs is not allowed.
8. Do not bring or use any type of fireworks on campus.
9. Do not cook, except microwave cooking, inside residence hall rooms. Cook only in properly designated areas.
10. Do not park cars, motorcycles, or mopeds in fire lanes. All back roads and Residence Hall driveways are designated fire lanes. Park in marked spaces only.
11. Do not tamper with or change hallway or exit sign lighting.
12. Do not tamper with or remove any emergency plan information. A \$50.00 charge and disciplinary action may result.
13. Halogen lamps are prohibited in college residence buildings.

ADDITIONAL INFORMATION AND TIPS

DAMAGE

- Any person causing damage to University property will be billed commensurate with the destruction. Serious or repeated violations may lead to Housing Contract termination or other disciplinary action.
- In addition to being charged for damages, students will be asked to cease the action or use of the item(s) that may be causing the damage (s).

INSPECTIONS

There are several kinds of inspections that are done during the year in both the residence halls and the apartments. All apartments have quarterly cleaning inspections; all residential areas (including rooms/apartments) have a yearly fire inspection; residence halls have break inspections. For detailed information refer to College information or call the Residential Life and Housing Office.

LOFTING BEDS

Residents are not permitted to make adjustments to their beds.

PAYMENT OF FEES

The Student Housing Office, located at 104 Hahn Student Services, handles all payments of Housing fees. They can be contacted at 459-2394 for information on deferred payments plans and other issues regarding housing fees.

QUARTER BREAK ACCOMMODATIONS

Please consult the Terms and Conditions for break periods covered in the housing contract. Residents can make special arrangements too stay in residence during some periods when classes are not in session. To make arrangements for residence during breaks, you must sign up in the Residential Life and Housing Office.

RECYCLING

We have an active recycling program, Please help reduce the garbage glut by favoring reusable items over throwaways whenever possible, and by recycling glass, cans, newspaper, cardboard, and plastic soda and milk bottles. If you have questions or suggestions, please speak with the Maintenance Supervisor.

ROOM SWITCHING

Given the crowded nature of on-campus accommodations, switching rooms is not an automatic occurrence. In fact, an important aspect of the college experience includes getting to know and coexist with people very different from you, so roommate mediation if always the first options presented to roommates/housemates. If you are interested in switching rooms, please speak to your Community Advisor (CA) or International Peer Advisor (IPA) first. You may be referred tour Coordinator for Residential Education (CRE). Your CRE will work with your CA or IPA and the Housing Coordinator to facilitate a room change.

Unauthorized room switching is not allowed for any reason. Student may not remove another room for their assigned room without prior written approval from the University. Unauthorized room change may result in student being required to return to the original assignment, denied opportunity to participate in any other room change, and/or termination of the housing contract. Violation of this policy may result in student judicial actions and/or denial of future housing in any university housing facility.

STORAGE

Additional storage is not available, except for what is within each residence hall room or individual apartment.

Student Organizations and Opportunities for Involvement

See specific college websites (<http://collegenine.ucsc.edu> and <http://collegeten.ucsc.edu>) for details and contact information about each of these opportunities. Watch out for many more programs, courses and groups along the way.

Things to do On-Campus

Arboretum: one of the best horticultural sites in the world!

Art Galleries: Eloise Packard Smith Gallery at Cowell College & Mary Porter Sesnon Art Gallery at Porter College

Arts and Lectures Programs: see famous artists and student performers in musical and theater productions.

Athletic Teams & Games: Varsity Teams, UC Santa Cruz Club Teams and Intramurals

Bicycling & Hiking: A map of the upper campus for bicycles, pedestrians, and equestrians is available on the UCSC website.

Performances: attend UCSC events from the departments of Music, Theater Arts, Art, History of Art & Visual Culture, and Film and Digital Media.

Recreation Department: Sign up for a variety of programs, such as rock climbing, kayaking, surfing, adventure outings, wilderness skills, cooking, first aid, holistic health, wine tasting.

Seymour Marine Discovery Center: just a shuttle ride away . . . exhibit halls, aquarium, touch tanks, tours to marine mammal research overlook, Ocean Discovery Shop, and unsurpassed vistas of the Monterey Bay National Marine Sanctuary.

Student Union: hang out at the student union and enjoy the lounge, television, videos, vending machines, pool table, foosball, ping pong table, video games, computers, printers, copy, and fax machines.

Media and Electronic Resource Center (MERC): Check out a video on campus for free in the Science and Engineering Library.

Check out the campus calendar for events and activities throughout the year at http://www.ucsc.edu/news_events/calendar/.

UNIVERSITY LIFE & RESOURCES

This is a partial listing of UCSC's numerous units, organizations, and resources that students will find helpful.

ACADEMIC RESOURCE CENTER (ARC)

The ARC is located on the Great Meadow just west of McHenry Library. Its primary purpose is to support students' personal development and academic achievement. A variety of programs and services are coordinated through the ARC.

EDUCATIONAL OPPORTUNITY PROGRAM (EOP)

The University of California Santa Cruz is committed to better serving first generation college students and those from educationally disadvantaged, low income and underrepresented backgrounds. The EOP program coordinates a variety of tutoring programs for individuals and groups, programs of modified supplemental instruction and academic planning and preparation programs for all students who strive to achieve excellence. For more info, call (831) 459-2296 or visit www2.ucsc.edu/eop.

SERVICES FOR TRANSFER AND REENTRY STUDENTS (STARS)

STARS is an umbrella organization which provides a support system and academic assistance to transfer students of all ages and to re-entry students 25 years of age and older who are beginning or continuing their college education. STARS offers pre-admission advising, orientation programs, courses and seminars on developing academic and study skills, tutorial services, informal drop-in assistance, information about campus and community resources and social/educational programs. For more info, (831) 459-2552 or visit www2.ucsc.edu/stars.

BAYTREE BOOKSTORE

The BayTree Bookstore stocks required texts, special orders and provide services like photocopying, laser printing, FAX, and limited check cashing (\$20 max, with student ID). The bookstore is located in the Baytree Building in the Quarry Plaza. Hours are Monday through Friday from 8:30am-5:30pm and Saturday from 10:00am-4:00pm. Visit <http://slugstore.ucsc.edu> for more info.

Textbook information:

(831) 459-4216,
books@bookstore.ucsc.edu

General information:

(831) 459-4544,
receptionist@bookstore.ucsc.edu

CAREER CENTER & STUDENT EMPLOYMENT SERVICES

The Career Center provides information on career opportunities, graduate school, job-seeking skills, internship opportunities and more. The Career Center is located on the 3rd Floor of the Baytree Building, Room 305. Office hours are Monday – Friday from 8:00am-5:00pm. Call (831) 459-4420, email careercenter@ucsc.edu, or visit <http://www2.ucsc.edu/careers>.

The Student Employment Office at the Career Center administers a variety of employment programs to meet student employment needs. The Student Corps Program is available to students interested in short-term, on-call employment. The Work-Study program is available to those students determined eligible for a work-study award by the Financial Aid Office.

CHILD CARE & YOUTH PROGRAMS

There are childcare and youth programs offered on campus and enrollment is limited; apply early! Further information and applications are available online at housing.ucsc.edu/childcare/ or from the UCSC Children's Center Office located in the Community Building at Family Student Housing, Koshland Way, (831) 459-2967.

COUNSELING AND PSYCHOLOGICAL SERVICES

Psychological counseling services are available at each college and at the Counseling and Psychological Services central office. Counseling psychologists have extensive experience in helping students to clarify their sense of direction, set realistic goals, and better understand their personal problems. A student can meet with a counseling psychologist individually, or join one of the numerous counseling groups offered. A stress clinic is also available. All of the information communicated to a counseling psychologist is confidential. For more info, visit the Cowell Student Health Center, call (831) 459-2628, or view <http://www2.ucsc.edu/counsel>.

Emergency Referral and Assistance:

- Psychological Crisis or Suicidal Concern, 24 hrs/day (831) 459-2628
- Counseling and Psychological Services.....(831) 459-2628
- Student Health and Psychiatry Services.(831) 459-2214
- Student Health Center (831) 459-2211
- UC Police/ Fire Department Emergency911

DISABILITY RESOURCE CENTER (DRC)

Through provision of academic support services, the DRC provides special advising to meet the individual needs of disabled students, an information and awareness program that includes published information on a variety of disability-related topics, and serves as liaison with the State Department of Rehabilitation. The office also coordinates special parking for disabled students. For more info, call (831) 459-2089, or visit drc.ucsc.edu. Telecommunication for people who are deaf or disabled (TDD) is available at (831) 459-4806.

ETHNIC RESOURCE CENTERS

The Ethnic Resource Centers provide various services to students of color, as well as the larger university community. These centers are located on the 3rd floor of the Baytree Bookstore Building. For general info, call (831) 459-2427 or (831) 459-5999.

- African American Resource and Cultural Center (AARCC) The (AARCC)

African-American Student Life Resource and Cultural Center develops and fosters co-curricular initiatives that promote academic success, leadership training, and student development. Recruitment and retention of African-American students is a priority. Visit: aarcc.ucsc.edu

- Asian American/Pacific Islander Resource Center (AA/PIRC) The

AA/PIRC promotes diversity and leadership development by providing educational and cultural resources to UCSC and by sponsoring programs to build a stronger sense of community on campus. The AA/PIRC also works with various campus units and organizations to meet the diverse academic, social, cultural, and other co-curricular needs for recruitment and retention of Asian American/Pacific Islander students. Visit <http://www2.ucsc.edu/aapirc> for more info.

- Chicano/Latino Student Life Resource Center (CLRC)

The CLRC is a vibrant nucleus of intellectual and cultural activity, offering a wide variety of programs to enhance student academic success, intellectual growth, research skills, leadership development, community service opportunities and graduate school preparation. Visit <http://www2.ucsc.edu/raza> for more info.

- American Indian Resource Center (AIRC)

The AIRC provides a central resource for Native American students focusing on student leadership, tribal connective ness, and Native scholarship. In addition to providing personal, academic, programming, and developmental support, AIRC supports programs connecting the Native American student community to national, tribal, and state resources. Visit airc.ucsc.edu for more information.

THE LIONEL CANTU GAY, LESBIAN, BISEXUAL,
TRANSGENDER, INTERSEX RESOURCE CENTER (Cantu Queer Center)

Since 1987, the Cantu Queer Center has served as a home to the lesbian, gay, bisexual, and transgendered community. The Cantu Queer Center provides a meeting space for campus organizations and provides educational and social support to queer students, faculty, and staff through numerous events and programs throughout the year. Visit queer.ucsc.edu for more information.

HEALTH SERVICES

The Cowell Student Health Center includes a general outpatient clinic (by appointment or walk-in), laboratory, X-ray, birth control, psychiatry, dental clinic, immunization, and sports medical clinic. For more information, call (831) 459-2211. email healthcenter@ucsc.edu, or visit healthcenter.ucsc.edu.

Appointments, call (831) 459-2500.

Hours:

M-T-Th-F, 8:45am to 4:30pm

Wednesday, 9:30am to 4:30am

Walk-in Clinic:

M-T-Th-F, 8:45am to 4:30pm

Wednesday, 9:30am to 4:30am

PHYSICAL EDUCATION, RECREATION, and SPORTS

The Office of Physical Education, Recreation, and Sports (OPERS) offers physical education courses, quarterly intramural sports programs, and a full range of recreational activities. In addition, the Wellness Center is a complete gym with free weights and machines for use by students, faculty, staff and community members. For more info, call (831) 459-2531 or visit <http://www.ucsc.edu/opers>.

STUDENT HEALTH OUTREACH & PROMOTION: SEXUAL HEALTH (SHOP)

SHOP offers information, education, resources, and support on issues such as Alcohol and Other Drug use, Sexually Transmitted Infections, Rape Crisis Counseling, and Sexual Health, Holistic Health, and Stress Management. All UCSC students are welcome and encouraged to drop in and speak with SHOP's trained staff. SHOP is located in the Student Health Center.

SAFETY & SECURITY

911 for all Emergencies

Police Department non-emergency calls. 24 hours..... (831) 459-2231

CSO Number (831) 459-2100

CSO Hours: 7:00pm-3:00am, 7 days a week.

Fire Department (831) 459-3473

SEXUAL HARASSMENT & TITLE IX

Maintaining a climate of free and open exchange of ideas and knowledge requires objectivity, mutual trust, and confidence; it requires the absence of coercion, intimidation, or exploitation. Information, advice, referrals, and/or copies of UCSC's Sex Offense Policy and Procedures for Reports of Sexual Assault and Sexual Harassment are available to all students, faculty, and staff by contacting the Title IX Office at (831) 459-2462. Questions regarding discrimination may be directed to the Affirmative Action Office at (831) 459-2650.

STUDENT ORGANIZATION ADVISING AND RESOURCE

Student Activities provides support and advising to over 200 student organizations at UCSC. Visit their office on the 2nd floor of the Student Union, call (831) 459-2934, or visit <http://soar.ucsc.edu> for more info.

STUDENT UNION ASSEMBLY

The SUA is the official campus-wide undergraduate student government, comprised of representatives from each of the ten colleges and four elected officials. (831) 459-2934.

STUDENT COMMITTEE ON COMMITTEES

Through the SCOC, over 100 positions serving on administrative and academic committees are available to students. By working with faculty, administrators, staff, and other students, you will serve as a voice for students at UCSC. (831) 459-2934.

STUDENT VOLUNTEER CENTER

SVC is a student-coordinated organization designed to facilitate and encourage student volunteerism in the Santa Cruz community. SVC connects students with the community to volunteer their time, talents and energy. They are located in Hahn Student Services. For more information call (831) 459-3363 or visit <http://www2.ucsc.edu/svc/index.php>

WOMEN'S CENTER

The Women's Center provides a quiet and comfortable setting for campus and community women's groups to hold meetings, potlucks, and conferences, as well as a place for individuals to read, relax, and socialize. Visit the Women's Center at the Cardiff House at the foot of campus, call (831) 459-2072 or visit womenscenter.ucsc.edu for more info.

Popular Hot Spots in Santa Cruz

COFFEE AND JUICE SHOPS

- Café Pergolesi, 418 Cedar St., Free Wifi access
- Jamba Juice on Pacific Ave.
- Lulu Carpenter's on Pacific Ave., Free Wifi access
- Santa Cruz Coffee Roasting Company on Pacific Ave.
- Coffeetopia 1723 Mission St, Free Wifi access
- Perk Coffee Bar (on campus in various locations)
- Verve Coffee Roasters on Pacific Ave.

GOOD EATS DOWNTOWN

- Kianti's
- Mobo Sushi, across from Trader Joes
- Pizza My Heart (open late)
- Planet Fresh Burritos
- Saturn Café (open till 3am)
- Taqueria Vallarta
- Totoro Sushi, Mission St.
- Zachary's (breakfast/brunch)
- Zoccolli's

OTHER NOTABLE EATERIES IN TOWN

- Café Brazil
- Marianne's Ice Cream
- Vasili's
- Santa Cruz Diner (open 24 hours)
- Pink Godzilla
- The Penny Ice Creamery

MOVIE THEATERS

- Del Mar Theater, Pacific Ave
- Nickelodeon, Lincoln and Cedar St
- Riverfront Stadium Twin, River St
- Santa Cruz Cinema 9, Pacific Ave

BEACHES

- Main Beach and Cowell Beach adjacent to the Boardwalk
- Natural Bridges State Beach, on West Cliff, famous for monarch butterflies
- Highway 1 N has several beautiful beaches along the coast, including 3 mile and 4 mile, named after their distances from town

FARMER'S MARKET

- Wednesdays 3pm-6pm; Downtown in parking lot on Cedar St. behind University Town Center

OTHER ACTIVITIES

- Santa Cruz Beach Boardwalk
- Boardwalk Bowl, across from Boardwalk
- Karaoke at Boardwalk Bowl
- Miniature Golf, Arcades & Laser Tag at Neptune's Kingdom -Capitola Mall