

# Ohio University

## Housing Student Handbook 2017 - 2018



**OHIO**  
UNIVERSITY  
Housing and Residence Life

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# Housing & Residence Life

## Getting Started

### Welcome

Welcome to Athens! As you progress through your college career, you will begin to identify Ohio University as your home. It is also important to remember that this home extends beyond the borders of campus and into the surrounding communities. Get to know the local residents, the local culture, and give back to the community that has welcomed you with open arms. The Student Housing Handbook is designed to serve as a resource and guide to living on campus.

Please remember you are a Bobcat on and off-campus and you represent Ohio University in everything that you say and do on a daily basis. Your actions will be equated with the quality of our institution. You are now representing the first and finest university in the Northwest Territory; discover your promise, and proudly represent your new home in all that you do.

### Housing & Residence Life Mission

The mission of the Department of Housing & Residence Life is to cultivate development through purposeful and innovative programs, practices, and services provided in a safe and inclusive residential environment.

### Housing & Residence Life Values

**Health and Safety:** We value residential facilities both on and off campus that are safe, secure, and healthy for students and staff while educating students to live safely and make responsible life choices.

**Scholarship:** We value scholastic environments and opportunities that enhance academic success.

**Citizenship:** We value personal responsibility, community involvement, and acting for the public good.

**Student Development:** We value the personal growth and development of students.

**Diversity:** We value civility, respect, appreciation, and an in-depth understanding of diversity including the ability to put knowledge into meaningful action.

**Responsible Business Practices and Services:** We value ethical business practices and sound decisions that reflect excellent stewardship of funds.

**Staff Development:** We value the personal and professional development of staff.

## Division of Student Affairs Mission

The Division of Student Affairs at Ohio University prepares students to be responsible and contributing members of a diverse, global society by providing learning-centered environments, meaningful out-of-class opportunities, and professional support services that help them learn through their experience and achieve academic success.

## Who We Are

The Department of Housing & Residence Life has over 300 staff members committed to making your living environment a community focused on learning, development, and acceptance. Below you will find descriptions of our in-hall staff that are here to help you:

**Resident Assistant (RA):** A Resident Assistant is a student who has completed a selection and training process designed to prepare them for working with students in the residence halls. The RA lives on and manages a floor section of residents. During the academic year you will interact the most with the other residents on your floor section. Your RA is a great source of information and should be the first individual that you contact with a question or concern.

**Assistant Resident Director (ARD):** An Assistant Resident Director, like an RA, is a student who resides in a residence hall but does not manage a floor section. The ARD is responsible for assisting the Resident Director/Graduate Resident Director in coordinating administrative functions in the building such as room changes and key inventories. Additionally, the ARD assists in advising the Hall Council and coordinating hall programming efforts.

**Graduate Resident Director (GRD):** A Graduate Resident Director is a full-time graduate student and a part-time employee responsible for a hall. The GRD supervises the residence hall staff, works with all residents to establish a positive living environment and a sense of community, and manages crisis situations. A GRD acts in an advisory capacity on personal and academic issues and helps to interpret and uphold university policies. GRDs will post office hours within their hall.

**Resident Director (RD):** A Resident Director is a full-time on-site professional responsible for a hall or complex. The RD supervises the residence hall staff, works with all residents to establish a positive living environment and a sense of community, and manages crisis situations. An RD acts in an advisory capacity on personal and academic issues and helps to interpret and uphold university policies. RDs will post office hours within their hall or complex.

To see individual names and contact information for the professional staff in the buildings, please visit [www.ohio.edu/housing/about/hallstaff.cfm](http://www.ohio.edu/housing/about/hallstaff.cfm).

## Your Building/Complex

There are many ways to get involved in your living community. Attending programs or joining Hall Council are great ways to meet new people and gain new skills. Hall Council is a self-governing body that enacts change in the living environment of the hall, plans activities and community service, and recommends improvements to the hall. Talk with your in-hall staff about the opportunities in your hall or complex.

Each building/complex has a staff office that is open daily from 8:30pm-10:00PM and is staffed by RAs. Also, each building/complex has a GRD or RD office where office hours will be posted. Feel free to stop by office hours or call to make an appointment to meet with your GRD or RD.

## Your Floor Section

Your floor section is your new home for the year, and is comprised of a variety of people from very different backgrounds. However, you all share one thing in common; you all share the same living community within the residence hall. During the mandatory opening floor section meeting hosted by your RA, you and your floormates will create a community agreement. This document is a list of community expectations which the floor section creates collaboratively and for which you will be expected to hold one another accountable. Please note that community agreement expectations cannot conflict with policies, laws, or residence hall procedures.

## Your Roommate(s)

Having to share your living space with someone is often an adjustment. Our best advice is to spend plenty of time getting to know your roommate(s) face-to-face during the first few weeks, talk to each other about the ground rules for your shared living space, and complete the Roommate Agreement on Roompact. Your RA will be a resource as you strive to build a positive roommate relationship.

Here are four ways to ensure that you and your roommate have a positive and successful relationship with one another:

- **Communication** entails talking and listening to your roommate(s), especially about issues that will affect your relationship (e.g., borrowing items; study times). It's wise to talk person-to-person with your roommate(s) about any concerns or conflicts as early as possible.
- **Consideration** is another handy attribute for living with other people. The best way to be considerate is to think before you act. Ask yourself how your actions might affect others. Most conflicts occur due to a lack of consideration, but remember these conflicts can be resolved through communication!
- **Compromise** is the foundation of any healthy relationship. If your roommate(s) like to go to bed and get up early and you prefer to stay up late and sleep in, a little give and take can remedy the situation. Simple compromises can make a tremendous difference.
- **Cooperation** involves roommates working together toward a common goal. It may be something as simple as making sure that the garbage can isn't overflowing or that recycling is being done. When roommates agree on common goals, they can work together to ensure that the goals are met.

If you and your roommate(s) encounter conflicts, your RD/GRD, ARD, and/or RA can serve as helpful resources in helping resolve roommate conflicts.

# Health and Safety

## Appliances

The microwave provided by the university has a Safe-T Sensor on the back which detects burning food. The Safe-T Sensor must remain plugged in at all times. Removal and/or damage to the Safe-T Sensor may result in a monetary fine/fee, along with a conduct referral with the Office of Community Standards and Student Responsibility. If you experience an issue with your Safe-T-Sensor, you should file a work order at:

<https://www.facilities.ohiou.edu/requests/login.php>.

## Building Kitchens, Food Preparation, and Clean-Up

To limit the likelihood of insects becoming a problem you should not store perishable food items in open containers. Cooking in residence hall rooms is restricted to only those foods that can be heated using the microwave unit. Make sure that waste is taken to the dumpster to prevent insects from finding their way into your room. Every residence hall has large dumpsters for both trash and recycling near the building.

There are student kitchens in Bryan Hall, Carr-Sowle Complex, Gamertsfelder Hall, Hoover House, James Hall, Jefferson Hall, Tanaka-Luchs Complex, and Voigt Hall. These kitchens are available to students living in those buildings/complexes from 7:00AM-11:00PM. Each kitchen area is regularly inspected by Environmental Health & Safety. Any violations of food preparation and clean-up expectations can result in the indefinite closure of a kitchen. Please refer to the kitchen policies that will be posted in each kitchen for more information about expectations for appropriate use.

## Ohio University Police Department (OUPD)

Take the time now to program your cell phone speed dial to access the Ohio University Police Department at 740-593-1911. It never hurts to have a direct line to our police department or escort service in case you would ever need them. If your cell phone does not identify an “ICE” or “In Case of Emergency” phone number, please take the time to also program that number into your cell phone.

## Crisis or Concerns

If you have a concern or crisis, please contact your RA, ARD, or RD/GRD immediately. They are trained to assist you or get you connected with the correct resource. Examples of crisis or concern can include, but are not limited to: roommate conflicts, health problems, severe stress, academic problems, homesickness, depression, suicide ideation, or sexual assault.

Each building has a duty phone which is carried by a hall staff member each day from 8:00PM-8:00AM Monday through Thursday. The duty phone is constantly monitored from 8:00PM on Friday until 8:00AM on Monday.

If unable to find a staff member, please call OUPD for emergencies at 740-593-1911. Counseling and Psychological Services (CPS) also has a counselor on call 24/7. To speak with a counselor, please call 740-593-1616. All calls to CPS are confidential.

## Electrical Overloading

Residential facilities vary in their electrical capacity limits. If you find that you’ve lost power in your room at any time, contact your RA or Facilities at 740-593-2911. Try to determine which appliance or piece of equipment is causing the overload and redistribute some appliances to another circuit.



To prevent electrical fires, Housing & Residence Life prohibits the use of extension cords and outlet splitters, which plug directly into an outlet to create additional outlets. Only surge protectors with an attached cord and an on/off switch can be used to create multiple outlets.

Microfridges and university-issued window air conditioner units must be plugged directly into separate wall outlets. They may not be plugged into the same outlet.

## Emergencies

Ohio University has systems in place to respond to emergencies on campus. It is important that you pay close attention to your surroundings and be aware of the following emergency systems:

- Campus Alert System (siren and public announcement)
- Emergency Text Messaging (visit [www.ohio.edu/emergency](http://www.ohio.edu/emergency) to sign-up)
- Emergency Web Page, (visit [www.ohio.edu/emergency](http://www.ohio.edu/emergency))

## Flu Response

Flu viruses are spread mainly from person to person through coughing or sneezing by people with influenza. Sometimes people may become infected by touching something – such as a surface or object – with flu viruses on it, and then touching their mouth or nose.

If you think you have the flu, visit Campus Care at Hudson Hall for assessment and treatment. **You should stay in your room, away from class, and away from your friends, until your temperature is normal for 24 hours without the use of medication.**

Severe cases which require immediate medical attention would show the following symptoms:

- Difficulty breathing or shortness of breath
- Pain or heavy pressure in your chest or abdomen
- Sudden dizziness or near fainting
- Passing out or loss of consciousness
- Confusion
- Severe or persistent vomiting
- Symptoms improve but then return with fever, increased sinus pressure, or worsening cough or shortness of breath

## Meningitis

Bacterial Meningitis is an acute bacterial disease. Signs and symptoms of Bacterial Meningitis can include sudden onset of fever, intense headache, nausea, vomiting, stiff neck, sensitivity to light, and may also involve a rash that begins as clusters of small pricks and develops into purple bruising.

While the susceptibility to the clinical disease is low, Bacterial Meningitis can progress rapidly and have very serious and sometimes tragic health consequences. **If you have any of these symptoms, please go to Campus Care immediately or call 911 for an ambulance to transport you to the emergency room.**

For information regarding vaccinations, please contact Campus Care at Hudson Health Center at 740-593-1660.

## Pest Control

In an effort to prevent widespread pest issues, please do not attempt to eradicate these issues on your own, including using your own bug spray. Keep food stored tightly and remove trash regularly to dumpsters. To report pest problems, complete the Pest Report Form at <https://www.ohio.edu/riskandsafety/forms.htm> which goes directly to Environmental Health and Safety (EHS) or call 740-593-1666. Additionally, notify your building RD/GRD of the pest issue.

## Privacy

The university respects students' right to privacy. However, a university official may enter a student room without permission under the following circumstances:

- During an emergency (e.g. fire alarm)
- To check on the well-being of a resident
- To inspect, maintain, and renovate rooms
- In response to facility concerns or requests
- To address a nuisance to the community

Note: Failing to respond to a reasonable request by a university official (such as being asked to open your door) may result in a conduct referral.

## Room Inspections - Health and Safety Inspections

Every semester, your room will be inspected by the Housing & Residence Life staff to ensure that your room meets health and safety standards. Notification will occur to let you know the approximate time frame in which inspections will occur.

During the inspections, your room, outlets, wall decorations, and general cleanliness will be assessed. Your personal items will not be searched. Any illegal or prohibited items found may be confiscated at this time. A fee of \$25 may be assessed for confiscated items, along with conduct referrals for any alleged violations of the Student Code of Conduct. **Confiscated items may be claimed at the end of each semester from the Staff Office. Confiscated items will be donated or disposed of 30 days after the end of each semester.**

Prohibited items that are commonly confiscated include the following.

- Candles
- Wax warmers (Scentsy, etc.)
- Hot plates, grills, etc.
- Extension cords, outlet splitters (creating more than one outlet from a single outlet), and multi-plug adapters
- Empty alcohol bottles used for decoration (if under the age of 21 or living in a substance free community)
- Halogen, octopus, or torchiere lamps with exposed bulbs and/or upward-facing cones
- Hoverboards

## Safety and Security Tips

- Never let someone into a residence hall if they do not have a key or do not live there. Holding the door may be polite, but it can also lead to increased criminal activity or increased theft.
- Propping of exterior doors is equally dangerous and many doors are equipped with alarms to prevent them from being propped. It is okay to deny someone entry into your hall if they are not escorted by a fellow resident. Do not allow someone entry into your facilities unless they are accompanied by a fellow resident.
- Do not lend/give your room key to anyone.

- Report lost or stolen keys/ID's immediately to in-hall staff, the Living Learning Center, or OUPD.
- If the lock on your door is broken, call Facilities at (740) 593-2911.
- **Carry your keys at all times and keep your room locked, even when just using the shower/restroom. The majority of thefts on campus are occur when items are left unattended and unsecured.**
- Lock your door while you are in your room, particularly when you're not able to observe someone entering through an unlocked door such as when you take a nap or are sleeping at night.
- All students who own a bike are encouraged to register it with OUPD. This is helpful, particularly for instances of theft.
- In suites, work with your suitemate to insure that they, too, follow a reasonable security routine.
- To thwart identity thieves who may pick through your trash or piles of unread mail stacked in a corner, always shred or tear up items with personal information.
- Record the serial numbers on your valuable items and have valuables engraved with identifying information (e.g., computers, bicycles). Should items be stolen, this aids in their return.
- All OU students and employees are required to carry their identification. It is your right to identify who may be requesting access to your room, and for what reason. If they refuse to show their ID card, note their physical characteristics and clothing and immediately call OUPD or 911.
- Help your friends! Be a good neighbor and immediately call OUPD if you observe suspicious persons or activity.

## Severe Weather Alerts

Any type of watch means that the weather conditions are favorable for the formation of an extreme weather event. A warning is issued when a storm is imminent and/or a tornado has been spotted in the surrounding area. If a tornado warning has been issued and you are inside of a residence hall:

- Stay inside and move to the lowest area away from exterior walls and windows
  - Note: Do NOT go to the garage, a lobby area, or any other location with windows. Stay inside a stairwell or a hallway without windows, as these are generally the safest places.
- Close all room windows and doors and wait in an interior corridor/stairwell/room without windows.
- Crouch low with your hands covering the back of your head and neck.
- Do not use elevators.
- Do not leave the shelter area until after the storm is over.
- Remain as calm as possible.

This is the university's official response protocol. We ask that you do not leave the sheltered area until you are given the all clear to do so by a Housing & Residence Life staff member or another university official.

## Services and Resources

### Bed Loft Information

The only lofts permitted are those provided in rooms by the university or those from BedLoft.com. Please contact [www.bedloft.com](http://www.bedloft.com) for direct ordering of lofts. Disassembling university beds is not permitted. No personally constructed lofts will be permitted and are subject to confiscation.

It is important to note that lofts may be utilized in most, but not all, residence hall rooms. To determine whether your room will accommodate a loft visit <http://www.ohio.edu/housing/halls/amenities.cfm#Lofts>. Housing & Residence Life is not responsible for the distribution, care, or pick-up of lofts from BedLoft.com.

Cinder-blocks used to construct a make-shift loft are prohibited because they are unsafe and cause damage to floors. Students may purchase plastic bed risers to allow for more space under a bed. These should be no higher than 12 inches. All requests to bunk beds should be made through Facilities Management (visit <https://www.ohio.edu/facilities/requests/>).

## **Cable**

All residence hall rooms have been wired for HD digital cable television access. Students need to bring a coaxial cable and a TV with an integrated QAM tuner to take full advantage of this service. Most HD or digital TVs sold after 2006 have an integrated digital QAM tuner--check your owner's manual for details.

For the entire channel lineup, program guide, or to report any problems check out CATVision online at [www.ohio.edu/catvision](http://www.ohio.edu/catvision).

## **Laundry**

Residents have access to laundry facilities on each Green. Several halls have a laundry room located in the hall for the residents of that hall, and every green has a larger laundry center available to all residential students. Laundry rooms and centers will support Bobcat Cash and quarters. Laundry centers are located below Dougan House on South Green, Gamertsfelder Hall on East Green, and Treudley Hall on West Green. Do not overload machines to ensure they work properly. Please be sure move your laundry through the washer and dryer in a timely fashion, as other students may be waiting for the machine(s) you are using. The university and Housing & Residence Life are not responsible for any laundry items that are lost or stolen.

## **Lockouts**

If you are locked out of your room, contact a Housing & Residence Life staff member in your building or complex to assist you. During the weeknight hours of 8:00PM-8:00AM, as well as 24/7 on the weekend, contact your building/complex duty phone. Lockout cost will be charged to your student account for the following rate: 8:00AM-12:00AM (\$5); 12:00AM-8:00AM (\$10).

During the weekday hours of 8:00AM-8:00PM, if you cannot find an RA, ARD, or GRD/RD to assist you, you can visit the Living Learning Center on South Green to check out a loaner key.

## **Lost Keys**

If you lose your key(s), you will need to stop by the Living Learning Center to pick up temporary keys. After 8:00PM or on weekends, please find an RA to arrange for a temporary key. If you do not find your keys within three days from when you receive a temporary key, you will be assessed \$95.00 for the room key and \$10.00 for the exterior key. The charge will be added to your student account. You are responsible for returning your keys when you move out of a building.

Lost or not returned keys will result in a replacement cost of \$95.00 for your room key and/or \$10.00 for your exterior key, as well as the changing of the lock mechanism on your room.

## Mail and Package Delivery

United States Postal Service mail is delivered to the respective mail centers on South Green, West Green, and East Green. The South Green Mailroom in Mackinnon Hall services all South Green residence halls, the West Green Mailroom in Ryors Hall services all West Green residence halls, and the East Green Mailroom in Jefferson Hall services all East Green residence halls. Students must present their ID to pick up their packages. Hours for each mailroom will be published at these respective locations.

## Maintenance Requests

Throughout the year you may notice that your room needs some basic maintenance (light bulb burnt out, window won't shut, etc.). To submit a request, please visit the Facilities Maintenance Request website at <https://www.ohio.edu/facilities/requests/>. If the request is an emergency (i.e.- water leak or flood), please call Facilities Management at 740-593-2911 and notify a Housing & Residence Life staff member immediately.

## Move-In

Students must check into their building or complex in order to receive their keys. All residents are required to attend their mandatory opening floor section meetings during move-in weekend.

When you move in, we encourage you to inspect your room thoroughly to ensure that the actual condition of your room matches what is indicated on your electronic Room Condition Report (RCR) on Roompack, as **you will be responsible at the end of the year if your room is not in that condition**. Although the university understands that regular wear and tear will occur, you should immediately report any vandalism or damages to your RA or RD/GRD.

## Move Out

Residents are expected to move out within 24 hours of their last final, or by the official closing time, whichever comes first. When moving out of a room, students must officially check out with a staff member. This includes clearing the room of all personal items, defrosting the fridge/freezer, wiping down furniture, and cleaning the floors. Additionally, students must schedule a room inspection with a Housing & Residence Life staff member in order to review and sign their online RCR and return all keys issued by Ohio University. **RAs cannot determine if a student will be charged for any damages within their room at checkout.**

After your departure from your residence hall room, the room is assessed by your RD/GRD for damages and/or cleaning needs. This assessment is based on a personal, visual inspection of your room after you leave and the RCR that you completed and signed when you moved in and out of your room. Any bills for cleaning or damage will be added to your student account. Failure to check out properly will result in an improper checkout charge of \$100.00.

## Personal Property and Responsibility for Loss/Theft/Damage

Any belongings that are not university furnished or that you bring from home are considered your personal property. Please note that Ohio University neither insures nor is responsible for loss, theft or damage to the personal property belonging to students, faculty, or staff. This includes damage caused by facility malfunctions such as a water leak.

Students are strongly encouraged to purchase renters insurance or check with your family's homeowners/renters policy regarding coverage off premises.

## Room/Hall Changes

Housing & Residence Life permits students to change their room with the assistance of their ARD or RD/GRD. Students must log on to their Housing Self-Service site and click on “Request a Room Change.” It is recommended that students be as specific as possible in their reason for request, along with specifying a particular area of campus or building style that they prefer for their new space. **Availability of vacancies cannot be guaranteed.**

After a room change is approved, students can only check-in to the new room between the hours of 8:30PM-10:00PM on Friday, Saturday, or Sunday by going to the building/complex staff office. Once a student has checked into a room, they must be fully checked out of their old room by 10:00PM Sunday night of the same weekend. You are not to move without having the room change approved. Failure to gain this approval before moving will result in a cancellation of the move and/or a fine.

A room change freeze will be in effect Tuesday through Thursday of the opening of each semester. Students who are reassigned or make a room change to a different style of room will be credited or re-billed for the difference. Credits or re-billings are prorated on a daily basis. Additionally, a room change freeze will be in effect for approximately the last three weeks of each semester, as well as leading up to other significant university events (i.e. – Halloween weekend, spring break, etc.). Students will be notified when there is a room change freeze.

## Room Condition Report

A Housing & Residence Life staff member inspected the condition of your room and recorded this information on your online Room Condition Report (RCR) prior to move-in. During move-in, you will be given an opportunity to review the RCR online and record any additional information that should be noted. **Any damages that may occur between move-in and move-out will be your responsibility and the shared responsibility of your roommates.** If you wish to take responsibility for damages please contact your GRD/RD to complete a Damage Responsibility Form.

## Room Consolidation

As part of the statewide energy conservation initiative and in order to renovate the residence halls across campus, one or more residence halls may be placed off line within a given year. Students will be given notice over the summer or at move-in if they will be affected by this policy. The following situations may occur:

**Under-Assigned Rooms:** You may experience a period of time without a roommate (if you reside in a double, triple, or quad). It is important to be aware of your options if you find yourself in this situation:

- You may select another roommate to fill the vacancy within your room, or the vacancy will be reassigned during the room change process.
- You may move out of your room and into another vacancy within your building.

If a student resides in a room that is not at full capacity, they must keep that room “move-in ready.” This means that the room is adequately prepared for someone to move in at any given moment. This includes keeping all items off and away from the vacant desk(s), bed(s), and closet space(s). Housing & Residence Life staff will conduct regular checks to make sure that these spaces are open. Any space that is not deemed “move-in ready” may be subject to a fine and potential conduct referral.

**Closure of a Residence Hall:** Although rare, halls can be closed if they reach an insufficient capacity. This decision is only made if there are enough vacancies across campus to provide housing for these students.

## Room Furnishings

Each residential room includes built-in or stand-alone drawers and cabinets. Additionally, each room contains a desk, desk chair, bed, bed safety rail (for rooms with bunked beds), and mattress for each resident. Each room contains two trash cans and one refrigerator/microwave unit (no personal refrigerators or microwaves are allowed). Room furniture or furnishing may not be removed from the room or from one room to another which includes quads and suites. Removal of furniture may result in room residents being charged for the replacement of missing items.

## Telephones

The university does not provide telephones in student rooms. Students that wish to have a landline phone are encouraged to utilize a VOIP phone solution (e.g. Vonage, MagicJack). The student will need to provide the phone and pay any associated service fees.

## Temperature

Some of the residence halls on campus are part of a heating/cooling system powered in part by chilled water and steam circulating through the buildings. Once outside temperatures begin to decrease in the late fall, OHIO's Facilities Management department turns off the chilled water and turns on the steam system that controls heating. The opposite occurs in spring. Please be aware that this may limit temperature control in residence hall rooms.

**Rooms with Window Air Unit:** If your room gets really warm in the winter, if able, open a window. *Do not* run your air conditioner with outdoor temperatures below 55 degrees as this may cause your AC unit to freeze. If your room is really cold in the winter, check the heating vent on the bottom portion of the heating unit in your room. If the vent is covered or blocked then air will not be able to properly circulate in your room. Move items away from vent. Vents should be kept clear for a minimum of 1.5-2 feet around the vent. This allows the heating system to properly "breathe". Supplies are available in staff offices to help seal any area around your window that might allow cold air in.

**Rooms with Central Air Units:** Some rooms are equipped with central air systems. These units provide residents with the ability to set the temperature within a given range. To help ensure proper function of these units, keep air unit vents clear of obstructions at all times (see above).

**Rooms without any Air Units:** No personal window units are allowed in rooms that do not already come equipped with a unit. Housing & Residence Life and Facilities Management are unable, due to existing electrical constraints, to install air conditioning units into rooms that do not currently have them.

If temperature issues persist after you have properly cleared the area around the vent, submit a maintenance request at the Facilities Management website, <https://www.ohio.edu/facilities/requests>.

# Resident Expectations

## Housing & Residence Life Community Standards

There are several other guidelines set forth by the Department of Housing & Residence Life, which include but are not limited to: the content included in our housing contract, specialized living experience expectations and contracts, the Housing & Residence Life website, and verbal and/or written instructions from University staff. The following policies listed below are not inclusive of all policies within the Student Code of Conduct, but rather focus on residential communities and expectations within the residence halls.

## Office of Community Standards and Student Responsibility

The Office of Community Standards and Student Responsibility administers the Ohio University Student Code of Conduct and the processing of policy violations. The Student Code of Conduct emphasizes the university's obligation to promote your personal freedom, maturity, and responsibility. Students are strongly encouraged to ask questions pertaining to the code of conduct if they encounter any uncertainty regarding university rules and regulations. Questions or concerns may be directed to Housing & Residence Life staff or the Office of Community Standards and Student Responsibility. As a student, you accept the responsibility to abide by all university rules and regulations. For more details, refer to the Office of Community Standards and Student Responsibility website <http://www.ohio.edu/communitystandards/>.

## Policies and Expectations

### Alcohol

- Possession or consumption of alcoholic beverages by anyone under the age of 21 is prohibited.
- Manufacturing and/or selling of alcoholic beverages is prohibited.
- Providing alcohol to individuals under the age of 21 is prohibited.
- Residents under the age of 21 are prohibited from hosting an event with alcohol in their room, even if guests are over the age of 21.
- Possession of common source alcohol containers (e.g. kegs, party balls) is prohibited.
- Possession or display of alcoholic paraphernalia (e.g. beer funnels/bongs, beer pong tables, etc.) is prohibited.
- Empty alcohol bottles are prohibited, including those used as decorative items.
- Residents of legal drinking age are prohibited from consuming alcohol in the presence of underage guests, but are not prohibited from consuming alcohol in the presence of underage students who live in the room.
- Possession or consumption of alcohol, regardless of age, in a community space (e.g. lounges, mod spaces, hallways, community centers, courtyards, etc.) is prohibited.
- Students present in a room, suite, or general vicinity that contains alcohol may be found in violation of the alcohol policy.
- Parents may not supply alcohol or consume alcohol within a residence hall if their student is under 21.
- Residents who are of legal drinking age are still responsible for their actions and the manner in which they present themselves while under the influence of alcohol.

*For more information consult the Code of Conduct <http://www.ohio.edu/communitystandards/code/index.cfm>*



## Air Conditioners

Ohio University prohibits the installation of personal air conditioners (both window and floor/free standing models).

## Animals and Pets

- All animals, with the exception of fish, are prohibited in residence halls. This prohibition includes frogs, turtles, geckos, and other tank dwelling animals.
- Possession of fish tanks over ten gallons is prohibited.
- No animals are allowed to visit residence halls at any time.
- The prohibition of pets in residence halls does not apply to a student with a disability that requires the use of a service or approved emotional support animal. Students with service or emotional support animals should contact Accessibility Services for accommodations at 740-593-2620. Service or emotional support animals may not be brought into the residence halls until the approval process is complete.

## Bathrooms

Only one person is allowed in a bathroom stall or shower stall at any time. Any incidents of more than one person in a bathroom stall or shower staff at any time will be reported to the Office of Equity and Civils Rights Compliance. Additionally, for bathrooms that are gender-specific, only individuals identifying as that gender are permitted to use those bathrooms.

## Bicycles

- Bicycles may not be stored in public areas, such as mods, lounges, stairwells, entrances/exits, building handrails, or other undesignated areas. **Any bicycles found in these areas are subject to removal.** They can be stored in your room or on a bicycle rack.
- Bicycles should be registered with the Ohio University Police Department at 135 Scott Quad. You will need to fill out a description and serial number of the bicycle in order to register. OUPD or authorized personnel may remove bikes that are located in unapproved areas.
- Do not store bikes outside on bike racks over winter or summer break. Bikes must be removed from bike rooms or bike racks over the summer.

## Computer Usage

- Ohio University provides wireless coverage in all residence hall rooms.
- Any wireless device, such as a wireless router, installed by a student that interferes with the Ohio University's wireless network will have its network port disabled and the owner of the device will be asked to remove the device. **Repeated violations could result in the loss of internet privileges and a conduct referral.**
- Items emitting a wireless signal (printers, game consoles, etc.) should have wireless broadcasting set to "off."
- If you experience issues using the wireless network in your room, please contact the Office of Information Technology at 740-593-1222.
- Peer-to-Peer (P2P) Programs: Ohio University may restrict the use of peer-to-peer (P2P) file-sharing on the campus network (e.g. Bittorrent). P2P software may only be used for legal sharing of non-copyrighted material. All other uses of P2P software will result in the loss of network privileges. Unless you are certain that you are using the software legitimately, it is important that you remove the P2P software from your computer before connecting to the Ohio University network. Many of these programs will share copyrighted files without your knowledge. If these programs are not removed, those computers will be automatically removed from the network.

## Controlled Substances

- Use, presence of, possession, manufacture, sale, or distribution of illegal drugs, controlled substances, and/or natural or synthetic compounds is prohibited. In these situations, Ohio University Police will be contacted.
- Prescription drugs taken outside of their intended use or by anyone other than the patient are prohibited.
- Non-prescription drugs taken outside their intended use or not as directed are prohibited.
- Possession of drug-related paraphernalia (e.g. bong, pipes, syringes, scales, grinders) is prohibited.
- Students present in a room, suite, apartment, or general vicinity that contains controlled substances may be found in violation of the policy.

For more information consult the Code of Conduct <http://www.ohio.edu/communitystandards/code/index.cfm>

## Electrical Sources and Appliances

- Possession or use of unapproved electrical devices is prohibited. Prohibited electrical equipment and appliances include electrical heating devices (e.g. space heaters), toaster ovens, toasters, grills, sandwich makers, food dehydrators, woks, waffle irons, bread makers, personal refrigerator, personal microwave, hot plates, heating coils, electrical skillets, electric griddle, crock-pots, and rice cookers.
- Halogen, octopus, and upward facing lamps with exposed bulbs are prohibited.
- Please do not leave permitted electrical equipment/appliances unattended while in use. Appliances with exposed elements (e.g. coils) are prohibited.
- Appliances exceeding 1,000 watts are prohibited.
- Decorative or holiday lights exceeding 25 feet in length or connecting more than two light strands are prohibited.
- Multi-plug adapters, such as cube adapters, outlet splitters, unfused plug strips or any other similar device are prohibited. A 3-prong (grounded) electrical item or cord being plugged into a 2-prong outlet are prohibited (e.g. a hairdryer with a 3-prong cord must be plugged into a 3-prong outlet).
  - Multi-plug adapters with surge protection are permissible.
- Extension cords are prohibited, unless they are surge protected.
- Electrical cords cannot be run under carpeting, pinched in doors or placed under piles of clothes; doing so may allow excessive heat build-up or may damage the wire's insulation and cause short circuiting.
- The only time duct tape is permitted is for hanging plastic on windows during winter months. Otherwise, duct tape residue present at move-out could result in a charge for removal.
- Wall outlets: Air conditioners, microfridge units, and power strips/surge protectors must be plugged in directly to a wall outlet. Only one of these appliances can be plugged in to an outlet at a time.
- Some residence hall rooms have a light fixture over the dresser with a two-prong outlet built in. No more than one appliance can be plugged into these light fixtures at a time.
- Never tamper with university wiring by removing or replacing light fixtures or electrical outlets. Do not wire any appliance or equipment directly to the university wiring. All electrical equipment and appliances must be in good repair. The plugs and insulation on the wires must be intact, motor clean, and guards in place. All electrical appliances used in the residence halls must be U.L. listed.

## Failure to Comply

Failure to comply with legitimate directives of university officials (including Housing & Residence Life staff), law enforcement, or emergency personnel in the performance of their duties (e.g. failure to identify one's self when so requested) is a violation of the Student Code of Conduct.

For more information consult the Code of Conduct <http://www.ohio.edu/communitystandards/code/index.cfm>

## Fire Safety

Due to fire safety, the following activities and items are **prohibited**:

- Starting a fire, activating a fire alarm without due cause, or falsely reporting a fire to University or emergency response officials.
- Tampering, destroying, damaging, covering, or misusing emergency or safety equipment (e.g. smoke/heat detectors, microwave Safe-T Sensor, fire extinguishers, or sprinkler heads). Report any suspected problem with your smoke detector or other fire safety equipment to the Office of Environmental Health and Safety (740-593-1666) or to your Housing & Residence Life staff.
- Failure to evacuate or re-entering into a building without authorization by University or emergency response officials during a fire alarm or drill.
- Possession, storing, manufacturing, distributing or using explosives, flammable liquids, open flame sources (e.g. candles, incense), live cut trees, or hazardous substances.
- Failure to monitor cooking food or take precautionary steps while cooking (e.g. opening windows) .
- Blocking the egress (exit) of hallways, stairwells, and doors is prohibited.
- Propping open any doors including but not limited to mod, stairway or bedroom doors.
- Wall decorations covering more than 25% of the wall.
- Curtains on windows in student rooms are acceptable, however, curtains used for other applications are not acceptable.
- No items or cords are allowed to be attached to or hang from the ceiling.

In the event of a fire alarm, please evacuate to your evacuation recovery point. This is where the most up-to-date information about the situation will be shared with residents in the event of an emergency. Look for information about your recovery point in your building or ask your RA.

## Furniture

- Any university-issued furniture in your room may not be removed and should not be moved between rooms in a suite or quad. Removing furniture from the room or moving it between rooms could result in a fine.
- Disassembling university furniture is not permitted.
- Furniture is provided for residence hall public areas (e.g. lobbies, lounges, mod areas, rec rooms) for the use of all residents in the building/complex. It is important to take care of the furniture so it can be enjoyed by all residents of the building. Furniture must remain in these areas and may not be moved into student rooms or elsewhere.
- Furniture removed from the common spaces is considered theft of university property, which could result in criminal and/or university conduct charges.
- Your residence hall community may be billed if public area furnishings are vandalized or stolen. If you notice missing furnishings or damages, please contact a Housing & Residence Life staff member.

## Gambling and Games of Chance

Under Ohio law, when a person pays to play a game of chance (including poker) in hopes of winning a prize, the game qualifies as illegal gambling, unless the tournament organizers meet specific criteria and follow specific rules contained in the Ohio Revised Code. Please see the RD/GRD of your building/complex for more information.

*For more information consult the Code of Conduct <http://www.ohio.edu/communitystandards/code/index.cfm>*

## Games and Sports

- Physical recreational activities (i.e. ball playing, bicycle/skateboard/scooter riding, water gun/water balloon fights) in residential buildings and on South Green catwalks are prohibited.

- Outdoor activities near building entrances/exits, windows, and vehicles are prohibited.
- Recreational use of green spaces is permitted with concern for those walking through those areas.

## Guests

- Guests must be escorted at all times while in the hall, even to the bathroom or to another room. Guests are not permitted to be left alone in a student room.
- Residents are personally, financially, and judicially responsible for any violations of Housing & Residence Life policy caused by their guests.
- Guests must utilize bathrooms designated for their gender.
- Residents may not distribute their key(s) or student ID cards (for swipe access) to guests.
- The number of overnight guests in a room should not exceed double the standard occupancy for that room (i.e. – a double may only have up to four people staying in that room overnight, **including** room occupants).
- Failing to provide adequate notification to roommates regarding overnight guests is prohibited, and roommates must approve a guest to be in your room
- Guests may stay overnight no more than three nights in a given seven-day period with permission from your roommate.
- Only the students assigned to a room are allowed to live in that room.
- Gatherings with more than three times the designated occupancy of a residence hall room is prohibited.
- You may not sublet your Housing & Residence Life room.
- Parents are considered “guests” and must adhere to the same conditions listed above.

### ***Guest Policy Exceptions***

Voigt Hall: Voigt is an all-female hall; no male guests are allowed to stay overnight past 2:30 AM because there is no male-identified bathroom equipped with a shower. However, on Halloween weekend, Dads/Parents Weekend, and Sibs Weekend, males are allowed to remain overnight if one floor section bathroom is designated a male bathroom for the duration of the weekend.

Halloween weekend: During Halloween weekend, students are only permitted to bring one guest to campus and are required to register that guest online. More specific information about guest registration will be shared by the residence hall staff closer to Halloween weekend. This policy is specific to non-OU students; students who live in different residence halls, off-campus, commute, or attend a regional campus do not need to be registered for Halloween weekend, but the standard guest policies still apply for these individuals.

## Identification

- Failure of students and guests to present proper University or government issued identification to University staff (including RAs) upon request is prohibited.
- Lending or borrowing an OU student identification or government issued identification is prohibited.
- Knowingly supplying false or misleading identification information is prohibited.

*For more information consult the Code of Conduct <http://www.ohio.edu/communitystandards/code/index.cfm>*

## Illegal Entry and Trespassing

- Unauthorized entry into any living space or restricted access areas of residential communities (e.g. mechanical rooms, roofs, closed buildings, housekeeping closets, storage areas) is prohibited.
- Permitting unknown persons into residential communities is prohibited.

- Propping or inhibiting locking mechanisms of exterior doors is prohibited.
- Entry or attempted entry when residential buildings are closed is prohibited.

## Keys

- Unauthorized use, possession, or duplication of keys and keycards is prohibited.
- Switching and/or borrowing keys or keycards is prohibited.
- Throwing keys or access devices out of your window is prohibited.
- Failure to immediately report lost keys or keycards to the Living Learning Center or Housing & Residence Life staff is prohibited.

## Noise

Residents must keep noise at an acceptable and courteous level at all hours of the day. Unacceptable noise levels are defined as any noise that can be heard outside of the residence hall or in exterior community spaces. This includes, but is not limited to: yelling, pounding on walls, windows, and floors, amplified sound, playing musical instruments, and bass from subwoofers. Noise that interferes with the study or sleep of others is prohibited.

Failing to comply with quiet hours is also prohibited. Quiet hours are from 10:00PM-10:00AM Sunday-Thursday, 12:00AM-10:00AM Friday-Saturday, and 24 hours during finals week each semester. During quiet hours, students should not be heard clearly from outside of their room.

Quiet Study halls (Bryan, Perkins, and part of Ewing) require students to sign a contract stating that they will adhere to the 24-hour quiet policy at all times. Failure to abide by this policy may result in removal from that community.

## Painting Rooms

Painting of residence hall rooms in an effort to fix or improve any damage, or for any other reason, is prohibited. All painting needs must be completed by Facilities Management.

## Posting Policy

Promotion of non-residence hall events will be limited to an activity sponsored or co-sponsored by an Ohio University registered student organization and/or Ohio University department, and any fliers or other advertisements for these events must be approved by Housing & Residence life prior to being posted in the residence halls. Fliers can be submitted to the Housing & Residence Office for approval. All unauthorized and unapproved signs will be removed. No material may be distributed door to door.

## Room Decoration and Personalization

You are encouraged to personalize your room to make it feel like home, but take into account these safety concerns:

- You may decorate your room with posters, but only 25% of your wall space can be covered with posters or tapestries due to fire safety concerns. Tapestries or other items may not be suspended from the ceiling.
- Only 3M Command products are recommended for use, but these can still cause damage to some walls if removed incorrectly. **Follow product instructions in order to avoid damages.** Damage may result in a monetary fee/fine assessed to the student.
- Do not put holes in walls or furnishings.
- No candles are allowed (lit or unlit). Tart/candle warmers and incense are also not allowed.

Although you are encouraged to personalize your room, it is important to remember that you are now living within a residential community. Certain items or displays that you may find funny or appropriate may be considered offensive to your roommates or floormates. Thus, it is important to communicate with your roommate(s) throughout the year.

## Room Use

- Unauthorized or unapproved room changes are prohibited. All room changes must be approved by the ARD or RD/GRD of the building or complex.
- Anyone living in or occupying a space that is not assigned to the room is prohibited.
- Actively seeking and/or operating any aspect of a business from your residence hall room or anywhere inside a residence hall is prohibited.

## Sales and Solicitation

- Soliciting in residential communities is prohibited. If you observe sales or solicitation occurring in your hall, please contact a Housing & Residence Life staff member or the Ohio University Police Department (593-1911).
- Individuals or outside agencies, businesses, or product events are prohibited from using rooms, the buildings, or adjacent grounds for any commercial purpose or business, unless written permission has been granted by Housing & Residence Life

## Sexual Misconduct

Sexual misconduct, abuse, harassment, exploitation, intimidation, stalking, or coercion is prohibited.

*For more information consult the Code of Conduct <http://www.ohio.edu/communitystandards/code/index.cfm>*

## Smoking

Smoking and vaping of any kind, including e-cigarettes, is prohibited in residence halls, in entry ways, on South Green Catwalks, or within 25 feet of residential facilities.

OHIO is a smoke and tobacco free campus. This policy encourages a green and clean environment, prepares our students for other tobacco-free environments in their future, and can be a source of OHIO pride in supporting a major wellness initiative.

The use of tobacco or smoking products is defined as all nicotine, tobacco-derived or containing products, and plant based products including, but not limited to: cigarettes (e.g., clove, bidis, kreteks), electronic cigarettes, cigars and cigarillos, hookah-smoked products, and oral tobacco (spit and spit less, smokeless, chew, snuff).

The physical location of a smoke and tobacco-free campus is defined as facilities, property, and grounds used to carry out the mission of the university. This will also extend to sidewalks adjacent to university buildings and grounds in keeping with the city policy of property owners' responsibility for sidewalks. Smoking and tobacco use in personal vehicles on university property will not be allowed.

*For more information see the Tobacco-Free Initiative page <https://www.ohio.edu/tobacco-free/policy/index.cfm>*

## Transportation

- Unauthorized motorized vehicles outside of any designated parking zones are prohibited.
- Maintenance of motorized vehicles in residential communities is prohibited.
- Motor vehicles in unauthorized parking zones will be towed at owner's expense.
- Motorcycles (including mopeds and scooters) are allowed only on streets. They are not permitted on residential greens, in university garages, or in the residence halls. They must be registered with Parking Services and parked in designated motorcycle parking areas.

## Trash

- Leftover foods, food waste, and food containers should be disposed of in your room trash, NOT in the lounge, mod, or bathroom trash receptacles. Your room trash should then be taken directly outside to the dumpster located outside of your residence hall once it is full.
- Bathroom sinks, mop sinks, and other utility sinks should NEVER be used for disposal of food scraps. These wastes will create plumbing and sanitation problems. Likewise, toilets should not be used for scrap disposal.
- It is your responsibility to keep your room clean and to take your trash to the dumpster on a regular basis. Room trash containing food waste should be removed to a trash dumpster daily. Leaving personal trash in hallways, common areas, bathrooms, mods, etc. is prohibited.

## Vandalism and Theft

Willful destruction, defacement, or theft of any public or private property is prohibited. When damages occur to common space facilities, an investigation will occur and the responsible individual(s) will be billed; conduct action is also possible depending on the situation. When damage occurs outside of a student room which cannot be attributed to the responsible individual(s), all students in the hall, floor section, mod or suite may be held responsible for the cost of the repair. Should you become aware of those responsible for the damage, contact your RA, ARD or RD/GRD as soon as possible.

## Weapons

The following is a guideline of items that are banned from the residence halls and surrounding areas and are subject to further investigation by the Department of Housing & Residence Life and/or the Ohio University Police Department. This list is not all encompassing, and Housing & Residence Life reserves the right to deem non-listed items as weapons.

**Guns:** Any hazardous or deadly weapon and/or an object that utilizes compressed air in its mechanisms; this includes, but is not limited to: airsoft guns, paintball guns, BB guns, stun guns/tasers, tear gas guns, handguns, shotguns, rifles, semi-automatic weapons, and/or assault weapons.

**Explosives:** Any weapon or object that utilizes a substance that can be made to explode and/or cause hazardous or deadly consequences; this includes, but is not limited to: chemical and dry ice bombs, fireworks, ammunition, grenades, gasoline, bottle bombs, propane, and/or other objects containing toxic or noxious substances.

**Knives and Other Weapons:** Any weapon or object including, but not limited to the following: knives with blades over 3 inches long, (except standard kitchen utensils that are exclusively used in food preparation); hunting knives, swords, spears, bows and arrows, daggers, dirks, stiletto knives, machetes, axes, hatchets, switchblades, clubs, and/or batons.

**Souvenir or Non-Active Weapons:** Any object mentioned above considered as “inactive,” meaning that the item does not have harmful capabilities, or any realistic replicas or souvenirs of the above mentioned items are prohibited within the residence hall.

**Non-Weapons Clause:** Any object not mentioned above used to intimidate, threaten, harm, and/or provide force can be considered a weapon under the Ohio University Student Code of Conduct. This determination is made by Ohio University Police Department, Housing & Residence Life, and/or the Office of Community Standards and Student Responsibility.

To abide by the State of Ohio Revised Code, *any legally registered weapons* may be stored in a locked personal vehicle only. Ohio University Police Department or Housing & Residence Life does not provide storage for any type of weapons at any time.

For more information consult the Code of Conduct <http://www.ohio.edu/communitystandards/code/index.cfm>

## Windows and Screens

The following actions in regards to your windows and screens are prohibited:

- Obscuring or blocking windows
- Throwing, dropping, projecting, or hanging anything from the window
- Use of windows as an entrance or an exit, except in an emergency
- Tampering or removal of window screens, latches, or apparatus
- Opening windows while running the AC system
- Not having a screen in an open window

## Important Numbers

Agency/Office	Phone Number
OUPD	740-593-1911
APD	740-593-6606
Housing & Residence Life	740-593-4090
Housing & Residence Life (lockouts only)	740-566-9001
Facilities Management (emergencies only)	740-593-2911
Office of Community Standards	740-593-2629
Counseling and Psych Services	740-593-1616
Campus Care (Hudson)	740-593-1660
O'Bleness Hospital	740-593-5551
Safe-T-Patrol	740-593-4040
South Green Mailroom (Mackinnon)	TBD
West Green Mailroom (Ryors)	TBD
East Green Mailroom (Jefferson)	TBD



## Evacuation Recovery Points and Severe Weather Alternatives

In all cases, people must practice personal care and responsibility to cross streets safely, stay out of the paths emergency response vehicles, away from the building in alarm, especially the front entrance where the fire department will most likely enter. People with mobility disabilities may evacuate to a level surface 50 feet away. People may not re-enter the building until OUPD, APD, or Athens Fire Department says it is okay to enter.

### **WEST GREEN**

Bromley: Haning Hall, front, cross Union St.  
(Inside Haning Hall)

Boyd: Irvine Hall, North Side, cross interior W. Green Street  
(Inside Ryors/Treudley)

Convo. At bottom of ramps leading up to the Convo  
(Inside Sargent Lobby)

James: courtyard between James and Wilson, closer to Wilson  
(Inside Sargent Lobby)

Ryors: next to Treudley, in front of Boyd  
(Inside Treudley)

Sargent: courtyard between James and Wilson  
(Inside James Lobby)

Treudley: next to Ryors, in front of Boyd  
(Inside Ryors Lobby)

Wilson: courtyard between James and Wilson, closer to James  
(Inside James Lobby)

### **SOUTH GREEN**

Adams courtyard behind Adams, between Nelson & Hoover  
(Inside Nelson)

Armbruster: exit to green/grass on catwalk side of building  
(Inside Atkinson)

Atkinson: exit to green/grass on catwalk side of building  
(Inside Smith)

Brown: mall/grass in front of building  
(Inside Basement/Art Room of Mackinnon)

Carr: exit to parking lot #83 (outside of Carr)-far end of the parking lot  
(Inside Tanaka-Luchs)

Crawford: mall/grass in front of building  
(Inside South Pole – under Nelson)

Dougan: exit to green/grass on catwalk side of building  
(Inside Wray Ground Floor)

Ewing: exit to green/grass on catwalk side of building  
(Inside Wray or Hoover Ground Floor)

Hoover: exit to green/grass on catwalk side of building  
(Inside Wray Ground Floor)

Living Learning Center: exit to the grass oval area on the north side of the building

Luchs: exit to green/grass area between Adams and Nelson/Adams Garage  
(Inside Carr-Sowle)

Mackinnon: mall/grass in front of building  
(Inside South Pole – under Nelson)

Martzolff: exit to ground level of catwalk side of building-go to grass area in front of O'Bleness (Inside O'Bleness  
Ground Floor)

Pickering: basket-ball courts in front of building  
(Inside Basement/Art Room of Mackinnon)

Smith: exit to green/grass on catwalk side of building  
(Inside Atkinson)

Sowle: exit to parking lot #83 (outside of Carr)-far end of the parking lot  
(Inside Tanaka-Luchs)

Tanaka: exit to green/grass area between Adams and Nelson/Adams Garage  
(Inside Carr-Sowle)

True: exit to green/grass on catwalk side of building  
(Inside Smith)

Weld: exit to ground level of catwalk side of building-go to cement hex in center of green  
(Inside Martzolff Ground Floor)

Wray: exit to green/grass on catwalk side of building  
(Inside Dougan Ground Floor)

## **EAST GREEN**

Biddle: Courtyard between Gam and Tiffin  
(Inside Gam)

Bryan: TBAMA front yard, cross University Terrace  
(Inside TBAMA)

Bush: green space in front of Washington  
(Inside Washington)

Gam: courtyard of Tiffin, Gam side  
(Inside Tiffin Lobby)

Jefferson: Johnson/Read back courtyard  
(Inside Read and Johnson)

Johnson: out back, closest to Jefferson  
(Inside Jefferson)

Lincoln: grass out in front of Biddle  
(Inside Biddle)

Perkins: Biddle Back yard, stay out of East Gr. Dr.  
(Inside Biddle)

Read: out back, closest to Jefferson  
(Inside Jefferson)

Scott Quad: Gordy Parking lot, cross University Terrace  
(Inside Gordy Hall Lobby)

Shively: Tiffin front yard, stay out of Mulberry St.  
(Inside Tiffin)

Tiffin: courtyard of Gam, Tiffin side  
(Inside Gam Lobby)

Voigt: Howard Hall Site (crosswalk beside Voigt)  
(Inside Hudson or Music Building)

Washington: green space in front of Bush  
(Inside Read and Johnson Lobbies)