

Santa Clara University On-Campus Community Living



Welcome Resident Student...

In just a few short weeks you will arrive at Santa Clara University and move into your Residential Learning Community, your home for the next nine months. If this is your first year living on campus, you will have the opportunity to meet new friends while pursuing your academic goals. If you are a returning resident, you will renew past friendships, mentor the underclassmen, and continue to contribute to the Santa Clara University community.

Please take a few minutes to read this brochure as it contains information you will find useful. Community living is an important part of your university experience. The staff members in the Offices of Housing and Residence Life are here to assist you as you meet the challenges of this new year. Please feel free to contact us if you have any questions.

Looking forward to your arrival,

Maggie Malagón
Director, Housing Business Services

Mako Ushihara
Director, Housing Facilities

Heather Dumas-Dyer
Director of Residence Life

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Welcome Weekend

In September when you move in during Welcome Weekend, you will be directed by SCU personnel to unload your car in a designated area specific for your residence hall. On Saturday, September 17, Welcome Weekend volunteers will greet first-time residents and help take your belongings from the sidewalk directly to your room. Please make sure that all possessions are packed securely and labeled with your hall and room number. Once your car has been unloaded and parked for the day, please check in at your hall to get your room key.

New residents will check in according to the following schedule:

Swig residents will move in by floor:

Swig floors 1, 2, 8, 9 and 10: **8:30am – 10:30am**

Swig floors 3, 4, 5, 6 and 7: **10:30am – 12:30pm**

In **all other halls** students will move in by room number:

Even-numbered rooms: **8:30am – 10:30am**

Odd-numbered rooms: **10:30am – 12:30pm**

Returning residents may check into their halls

Sunday, September 18, from **9:00am – 4:00pm**. You should not arrive earlier or later than these designated times, as the staff will not be available to check you in.

All students must remember to bring their ACCESS cards to check in.



Get Organized Faire

On Saturday, September 17 from 9:00am to 2:00pm various local merchants will be available to help set up last minute services. They will be located near the Benson Center fountain. Vendors offering the following services/products will be available:

- Water
- Laundry
- Cell Phone
- Bank
- Refrigerator (4.0 cubic ft or less)
- Last minute room supplies

Shipping Packages

If you would like to ship some of your things ahead, you may do so. However, because of the limited mail storage space available, we ask that you ship packages no more than one week in advance of your arrival. Because of possible delivery delays, perishable items should not be shipped until after you have arrived on campus. When packages arrive, a delivery slip will be put in your campus mailbox. To claim packages, simply take the slip and a picture ID to University Support Services, located next to the Facilities building. Packages shipped to the University should be picked up as soon as possible after arrival. Use the address below for all your mail, including packages sent to you during the school year. Please refer to your confirmation information on eCampus for your four-digit box number.

Important: Any mail that is not appropriately addressed as indicated below will be RETURNED TO SENDER.

Mail to: Student Name

SCU _____*

500 El Camino Real

Santa Clara CA 95053-_____*

Please use no punctuation between city and state

*add your four-digit box number

In the Residence Halls

All Santa Clara University residence halls are four-year Residential Learning Communities with the exception of St. Clare. Our buildings house undergraduate students from all classes in co-ed community living. Floors in all halls are co-ed except in Campisi on the first floor, where the wings are single sex. All individual rooms, suites, and apartments are single sex. All student accommodations offer free cable TV, wired and wireless network access. Each hall offers centralized laundry facilities and vending machines. For a more detailed description of each hall, including room dimensions, floor plans and photographs, please visit www.scu.edu/housing. We would also encourage you to revisit this site as there may be last minute updates added.



We Need Your Help!

Generally speaking, the SCU campus is a very safe and secure place. You can help us ensure that our campus remains a safe and secure community by practicing a few basic, personal safety measures. We also ask that you keep your room door closed at all times in order to be in compliance with fire safety laws.

First, please remember to always keep your residence hall room door locked and to keep all valuable items stored inside your locked room. Do not leave your items in public spaces, an unlocked room, or in plain sight in your vehicles. Unattended and unsecured items make very attractive targets for thieves. Second, please do not prop open exterior doors to the residence halls. Only residents of a building are to gain building access. Guests are allowed but residents of a building must escort them at all times. Guests are defined as anyone who does not live in a specific residence hall, including other SCU students. Third, please do not loan out your ACCESS card, your room key (or pin code), or your bathroom key. These mechanisms help us control access to your residence hall, room, and assigned bathroom and are significantly weakened if you allow someone to use them fraudulently. Santa Clara is a very safe community but theft and other incidents do occur. It takes everyone acting responsibly and playing their part to keep our community safe.

Help Create a More Sustainable SCU

More and more students, faculty, staff and alumni are making a commitment to reduce their energy use, reduce the amount of waste they produce and to develop more sustainable habits. As you make your transition to campus, please join us in seeking out opportunities to create a more sustainable SCU.

LINC Channels Information

We are happy to continue to offer a variety of channels as part of our cable system. The following is a complete list of channels which will be available this upcoming year.

Fox
CBS
ABC
PBS
NBC
CW
CNN
CNN Headline News
TBS
TNT
Discovery Health
Discover
Fox News
TLC
Bloomberg News
Animal Planet
Fox Sports Bay Area
ESPN News
Comedy Central
ABC Family
ESPN Classic
ESPN
ESPN2
MTV-U
Telemundo

ESPN-U
AMC
E!
Lifetime
Turner Classic
MTV
MTV2
VH1

TV One
Court TV
C-SPAN2
USA
Nick
Cartoon Network
Sci-Fi
FX
Home & Garden

Travel Channel

A&E
Bravo
WE
Food Network
CMT
Great American Country

Spike TV
FUSE
History Channel
IFC
Univision

Packing for SCU



As you begin to prepare for your move to Santa Clara, there are a few things you should think about before you start packing. Remember that your new room, which already has two sets of furniture in it, will also house two people and all of their belongings. Because of the size of the rooms, we suggest that you not bring too many items initially. Please review the following list as you will want to have most of these with you when you arrive on campus.

Items to Bring

Linens: Sheets, a blanket or comforter, and a pillow. Remember, the mattresses are extra long twin (80 inches) in most halls and will require extra-long sheets. The exception is the University Villas where the beds are full-sized.

Towels and Toiletries: Along with a bath towel, make sure you bring a small bucket or caddy to carry items to and from the bathroom.

Stereo and TV: Talk to your roommate(s) before bringing these items. Two stereos in a room can be a bit overpowering. If you bring a stereo, be sure to bring headphones so that you can enjoy listening to it any time without disturbing others. Remember there is only one cable TV jack in each room.

Convenience Appliances: Small microwave ovens, small refrigerators (up to 4 cubic feet and energy star rated) and coffeepots are allowed. A company will be available on campus the first week of school to rent refrigerators to students.

Computer: We encourage you to bring a computer/laptop so that you can take advantage of the data networking services in your room including wireless access.

Miscellaneous Items: Other necessary items include clothes hangers, an alarm clock, a study lamp (using a compact florescent bulb) and a laundry bag. If you bring a bicycle, be sure to bring a heavy-duty lock.

Room Décor: Plants, posters, and pictures are all great ways to personalize your room. Although you may add simple furnishings to your room, you are not allowed to remove furniture or permanently alter rooms. Some rooms have furniture that can be turned into bunk beds. Self constructed lofts are not permitted. Painting your room is not allowed. You may hang posters or similar materials on the walls, but check with your hall staff first. Sheets, nets, or other large pieces of material may not be hung from walls or ceilings for fire-safety reasons.

Smart Power Strips: We strongly encourage students to bring smart power strips with them in order to meet the increased connection needs and more importantly to help in conservation of energy.

Items to Leave at Home

Cooking/Heating Appliances: Due to health and safety concerns and energy demands, sunlamps, torchiere halogen lamps, crockpots, toaster ovens, hot plates, space heaters, and other appliances with exposed heating units are not permitted in the halls. Fire regulations do not permit flammable liquids such as chemicals, gasoline, or lighter fluid.

Amplified Instruments or Drum Sets: These will be confiscated, and you will be required to send them home if they are seen or heard in the residence halls.

Drugs or Illegal Substances: Students found in possession of or using illegal drugs will be dealt with through the SCU disciplinary system.

Weapons or Explosive Agents: Any weapons, including BB guns, air guns, firearms, hunting equipment, knives, martial arts tools, stun guns, paint-pellet guns, or any items of a similar nature, are prohibited in the residence halls. Use or possession of fireworks, firecrackers, or other explosives or chemicals is also prohibited.

The University is not responsible for the safety of personal possessions. In many cases, a student's personal belongings are covered under his or her parent's homeowner's insurance. If not, we strongly suggest obtaining additional personal property insurance.



Building Communities and Relationships at SCU

We Are Here to Help

Many individuals live in the halls to help residents. Your student Community Facilitator is in charge of creating a vibrant residential community on your floor. Your CF is a great resource for advice on SCU policies and practices and can help you find the services you need both on and off campus. Your Resident Director is in charge of residence life in your whole RLC. If you have a project or event suggestion for your RLC or would like to speak to someone with a personal concern or suggestion, please contact your RD. Faculty Directors are responsible for integrated education in your community including its curriculum. Resident Ministers offer confidential counseling and mentoring to residents throughout the quarter and sometimes offer residents special morale boosting treats during exam times.

Your RLC Service Desk is also available to assist you. You are invited to check out an iron, ironing board, vacuum, gaming equipment, and cleaning supplies from your Service Desk. The desk attendants are a great source of information regarding upcoming RLC events. The Service Desk is the place to report any maintenance requests you may have. A networked printer is also located at the service desk to enable you to print assignments and articles charged to your SmartPrint Account (600 free pages per year) or ACCESS Flex Account. If you have difficulty with your computer or cable TV connections, help is available at the IT Student Help Desk.

Roommate Relationships

For roommates to get along well, it is very important that they get to know one another as people. Roommates need to discuss certain things openly in the very beginning to avoid misunderstandings in the future. Communication is the key to successful roommate relationships. The following questions are designed to help you and your roommate explore each other's habits, preferences, and emotional styles. Take turns answering them and take the time to answer them seriously and honestly with responses that reflect who you are—not who you want to be.

Background:

Do you like to be addressed by your given name or nickname?
When is your birthday?
Describe your hometown and your high school.
Why did you decide to come to Santa Clara?

Study Habits:

When and where do you like to study?
Do you study with or without music playing?
How often and for how long do you like to study?

Sleeping:

When do you like to go to sleep and get up?
Do you take naps? Can you sleep with the light on or music playing?

Visitors:

When do you want/not want to have visitors? How much privacy do you like?
How will we deal with visitor problems?

Tobacco, Drugs, and Alcohol:

Do you smoke? Does it bother you when others smoke?
What are your views on alcohol and drugs?

Sharing Things:

How do you feel about borrowing or lending clothes, personal items, or money?
Will we rent a refrigerator and/or microwave together?

Housekeeping:

How do you define a "clean" room? How often should we clean?
Who should do what job?

Personal:

What type of music do you like? Do you have any habits I should know about? What do you like to do in your spare time? Do you express your feelings outwardly or do you keep them to yourself? What values are important to you? How will I know if you're upset, happy, or depressed?

Roommate Agreement

After completing the relationship exercise, it should be a lot easier to identify areas where there are differences and work out mutually agreeable solutions to them. A good way to do this is to negotiate what is going to happen in your room and to make a written agreement. The written agreement should be clear and acceptable to both of you. You and your roommate should encourage each other to make a commitment to the agreement, and you should provide a basis to renegotiate the agreement. Residents are required to have a roommate agreement on file with their CF within one week of arrival.

Working through Roommate Conflicts

Conflicts are bound to occur, even in the best roommate relationships. Don't be afraid of conflict. Resolving conflicts can lead to a better relationship and a more harmonious environment. If problems between you and your roommate do arise, you may find it helpful to follow the steps below:

1. Define the problem. Take turns stating what is bothering you, how you feel about the problem, and what you want.
2. Generate possible solutions. Once you agree on what the conflict is, take turns describing possible solutions.
3. Evaluate the solutions. Honestly evaluate each solution. Can the solution work? Is it fair to both of you?
4. Decide on a mutually acceptable solution(s). Come to an agreement on one or more of the solutions and commit to carrying them out.
5. Implement the solution. Develop a plan of action to achieve the desired solution and set a time frame in which to implement it.
6. Evaluate the solution. Determine whether everyone is satisfied with the solution. If there are still problems, try to make the necessary changes.

Remember that both roommates must be willing to compromise in order to find a viable solution. If a compromise seems impossible, don't give up. An objective third party may be needed for resolution. Your Community Facilitator, Resident Director or Faculty Director is available to help. Please feel free to call on them. Contacting the staff early when a conflict arises can often keep the situation from getting progressively worse.

Dates to Remember 2011-2012

Fall Quarter

Friday, August 12	Resident Dining Plan Change forms due to Housing Office for fall quarter dining plan changes
Monday, September 19	Classes Begin
Monday, October 10	Room Change forms due to Housing Office
Friday, November 11	Resident Dining Plan Change forms due to Housing Office for winter quarter dining plan changes
Friday, December 9	Residence Halls close for winter break; all students must vacate by 9:00pm

Winter Quarter

Sunday, January 8	Residence halls open for returning students and new student check-in after 11:00am
Monday, January 9	Classes Begin
Monday, January 16	Room Change forms due to Housing Office
Friday, February 17	Resident Dining Plan Change forms due to Housing Office for spring quarter dining plan changes

Spring Quarter

Monday, April 2	Classes begin
Monday, April 9	Room Change forms due to Housing Office
Thursday, June 14	Residence Halls close; non-graduating students must vacate by 9:00pm
Sunday, June 16	Residence Halls close; all graduating students must vacate by 12:00pm

Important Information

In addition to the information found in this brochure, we would encourage you to visit the following websites which contain upcoming deadlines:

Campus Safety and parking information
<http://university-operations.scu.edu/>

Cowell Student Health Center and health insurance requirement:
<http://www.scu.edu/cshc/insurance.cfm>

Bursar's Office and bill due dates:
<http://www.scu.edu/bursar/index.cfm>

Information Technology and computer recommendations:
<http://www.scu.edu/techservices/index.cfm>

You may also email Diane Cranor at dcranor@scu.edu regarding computer recommendation questions.

Canceling Your University Housing Contract

The 2011-12 Housing Contract is a legally binding agreement between you and Santa Clara University and is in effect for the entire academic year. Prior to the beginning of the contract period, you may request to cancel your contract by submitting written notification to the Housing Office. A cancellation notice received between July 1-July 31 will result in the forfeiture of your deposit plus \$500 of the fall quarter's contract value charged to your Bursar Account. A cancellation notice received August 1 - Welcome Weekend will result in the forfeiture of your deposit plus \$700 of the fall quarter's contract value charged to your Bursar Account. Please review the Housing Contract for additional details regarding cancellation fees. Once you pick up your room key, you are responsible for the payment of your room and board fees for the entire academic year unless you request a termination of your Housing Contract under the conditions described on said contract.



Contact Us

Additional information regarding housing and residence life at Santa Clara is available on-line at www.scu.edu/housing. If you have further questions, please visit the Housing and Residence Life Offices jointly located on the second floor of Benson Memorial Center or call us at 408-554-4900 or e-mail housing@scu.edu.