

2009-2010 Guide to Residence Living

We want you to live on campus,

become a member of our diverse community, make friends who will last a lifetime, join Hall Council,

challenge

academically,

campus

with faculty &



yourself

get involved in

activities, work

staff, enrich your

spiritual & ethical perspectives, be an active member of the residential community, & fall in love with UDM,

We want great things for you.

Actively committing to engage our diverse backgrounds, to challenge and support each other, and seeking to integrate our intellectual, spiritual, ethical and social development in a living and learning environment.

~ Office of Residence Life Community Statement

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Residence Life Calendar 2009-2010

Tuesday, Sept. 8

Fall Semester/Term 1 Begins

Friday, Dec. 18

7 PM

Residence Halls Close for Term Break

Friday, Dec. 18, 2009 – Friday, Jan. 8, 2010

Interim Break Housing

Saturday, Jan. 9

Noon

Residence Halls Open

Monday, Jan. 11

Winter Semester/Term 2 Begins

Friday, Mar. 5

7 PM

Halls Close for Spring Break

Friday, Mar 5 – Friday, Mar 12

Interim Break Housing

Saturday, March 13

Noon

Residence Halls Open

Friday, April 30

7 PM

Residence Halls Close

Friday, April 30

Interim Housing/Summer Housing Transition Begins

Saturday, May 9

Noon

Summer School Housing Move-in

Monday, May 10

Summer School Begins

Saturday, May 15

Graduation

Sunday, May 16

Seniors Move-out by 4pm

Introduction

On-campus living at the University of Detroit Mercy provides an integral part of a student's educational experience, offering opportunities and services beneficial to your overall development. We expect you, the resident, to be a responsible and involved citizen in the residential community and thus an active participant in making and carrying out decisions affecting you and your neighbors.

The Guide to Residence Life is designed to provide you with information about services, policies, procedures and opportunities that will enable you to fully participate in on-campus living. If you have any questions, please talk to a Residence Life staff member or call the Office of Residence Life at 313.993.1230

The Roommate Bill of Rights

- The right to use the room without undue interference.
- The right to sleep without undue disturbance from noise, guests, etc.
- The right to be free from fear and intimidation from physical or emotional harm.
- The right to be free from pressure or ridicule regarding your personal choices that do not negatively impact your roommate or the residential community.
- The right to exercise reasonable security precautions, such as keeping the room door locked (which the University recommends) at all times.
- The right to have your personal belongings treated with respect.
- The right to a clean environment in which to live.
- The right to access your room.
- The right to privacy.
- The right to have guests who respect the rights of your roommate and other residents.
- The right to seek help from the residence hall staff in the mediation of disagreements between roommates/suitemates.
- The right to expect reasonable cooperation in the use of shared appliances (e.g. telephone, refrigerator & microwave)

Residence Life Staff

Monica Williams
Dean of Students
313.993.1230 or
313.993.1028

Emily Reetz
Assistant Director of Residence Life &
Residence Director Shiple Hall
Emily.Reetz@udmercy.edu
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Troy Farrar
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Mike Cunningham
Residence Director Quad Halls Complex &
Assistant Summer Conference Director
Michael.Cunningham@udmercy.edu
313.993.1685

Graduate Assistant
313.993.1439

Res. Connection 313.993.2644
Repair Hotline 313.993.1747

Important Phone Numbers

<u>Office</u>	<u>Campus Exchange</u>	<u>Off Campus Exchange</u>
Dining Services	3 - 1616	313.993.1616
Financial Aid	3 - 3350	313.993.3350
Health Center	3 - 1185	313.993.1185
Help Desk (Computer/IT)	3-1500	313.993.1500
International Student Office	3 - 1205	313.993.1205
Public Safety	123 On Campus 3 - 1234	(Emergency) (Non Emergency) 313.993.1234
Register's Office	3- 3313	313.993.3313
Residence Life	3 - 1230	313.993.1230
Residential Connection	3 - 2466	313.993.2466
Res. Life: Repair Hotline	3 - 1747	313.993.1747
Student Accounting	3 -1420	313.993.1420
Student Affairs	3 - 1028	313.993.1028
Student Life	3 - 1150	313.993.1150
Titan Information	8 - 0541	313.578.0341
University Ministries	3 - 1560	313.993.1560

Residence Life On Campus Residential Policies & Procedures

Abandoned Property:

Any items left in a residential room after checking out of the residence halls are considered abandoned and will be disposed of when the halls close at the end of each semester. The Office of Residence Life (ORL) and the University does not accept responsibility for any abandoned property.

Advertising/Fliers/Posters/Banners/Chalking:

All advertisements must follow approval guidelines outlines in the Student Handbook and be approved by the Office of Student Life. Improper, outdated or damaged postings will be removed and discarded and could result in the loss of future posting privileges. *Advertisements, fliers, newspapers, etc. are not to be placed under room doors for fire safety. Chalking is prohibited on buildings and walls.*

Administrative Reassignment:

The University reserves the right to reassign individuals or group of individuals at any time. If an administrative reassignment occurs, the University will not be responsible for any additional room charges that may be affiliated with the new assignment. The Director of Residence Life or designee will determine when an administrative move is deemed necessary.

Alcohol:

As a residential community, the University calls on its members to seek knowledge, build healthy relationships, and take responsibility for their individual well-being. Further information is stated in the Student Handbook under *Student Policies: General Policies & Procedures*.

- The legal drinking age for alcoholic beverages in Michigan is 21. Purchase, possession and consumption of alcoholic beverages by those without proof of legal drinking age is a violation of state law and University policy.
- Giving, selling, furnishing or otherwise providing alcoholic beverages to a minor or to a visibly intoxicated person is illegal and contrary to University policy.
- Residence hall students who are of legal drinking age may only consume alcohol in their room. The door must be closed. *Non-residential individuals and or underage persons **cannot** be present.*
- No alcohol, whether in open or in uncovered containers, is permitted in lounges, hallways or other residence hall living public areas by anyone, of any age.
- No kegs are permitted in the residential community.
- No alcohol is permitted in the First Year Experience building.
- Irresponsible use of alcohol resulting in public intoxication, disorderly conduct, vandalism or similar conduct may result in disciplinary action.

Alcohol Cont.:

- Should you be found in room/suite in which the alcohol policy is being violated, you may be subject to disciplinary action, regardless of age. (See Student Handbook, *Student Code of Conduct*.)

Bathrooms:

Students may use only restrooms designated for their gender. Those students in suites may only use their adjoining bathroom if the same gender.

Candles, incense, etc.:

Due to risk of fire, candles, incense and any other items that have the capacity for a continually lit flame, neither lit or unlit are allowed.

Cable, Data Ports & Telecommunication:

Each residence hall room/living unit is cable-ready and provided with basic cable service by an independent contractor. See University Computer Network, pages 26- 30 for additional information.

Check-In:

Each resident receives a Room Condition Report (RCR) which summarizes the condition of the room prior to check-in. Each resident must review the RCR at the time of check-in and amend and return the RCR to their RA within 24 hours. If the RCR is not returned, student is responsible for any and all damages found at check-out.

Check-Out:

At the end of the each semester, you must check out of your room no later than 24 hours after your last final or on the last day of finals whichever comes first. A late check-out fee will be charged if leaving after the close of the buildings. If you are returning to campus after fall semester you are permitted to leave your belongings. However, you are responsible for all items left in the room.

- If transferring, graduating, etc. you must remove all personal property and trash from the room or you will be assessed a Housekeeping fee. Abandoned property will be disposed at the end of each semester and the University will not be held liable for losses.

Communication with Residents:

Students will receive important information from the Office of Residence Life via their UDM email account and their SUMS box located in Quad Commons. Students should check their SUMS Box and email account regularly as information will not necessarily be communicated through other channels.

Confiscation of Items:

Items that are illegal, prohibited, determined to be detrimental to the residential community, or involved in a policy violation may be confiscated and disposed of by ORL or held by Public Safety. Students in possession of such items will be subject to disciplinary action. The University will not be responsible for the safekeeping or return of confiscated items.

Damage Charges, Common Area Billing:

Students may be billed for damage to property, whether by vandalism, horse-play or accident. All floor/suite/building residents can collectively be held responsible for damages to public areas that are not attributed to specific individuals.

- If damages, thefts of community property, excessive litter, or excessive disorder occurs in your hallway, an “intent to bill” will be posted for your floor or building.
- The “intent to bill” or other similar notifications will notify floor residents of the charge for damages and they will have three working days to ascertain the responsible individuals and communicate the responsible party’s identity to the ORL staff in writing.
- If after three working days no one has claimed responsibility or been identified, the entire floor/building may be charged.
- Each individual’s percentage of the total of all accumulated damage charges for the floor will be placed on their student account at the end of each semester. The University reserves the right to determine the minimum charge per student and to place any charges on a student’s account immediately if necessary.
- Common Area Damages will not be waived.

Decorations:

You are encouraged to make your room more personal and homelike. However, we ask that you do not damage or permanently alter the room unit. Any permanent damage will result in damage assessments. The guidelines for decorating are as follows:

- Do not use double-sided tape, putty, duct tape, other substances that will leave a “gummy” residue on your door, walls or furniture. This includes drawer & shelf liners.
- For plaster & drywall services, use thumbtacks and small nails (no more than 10 per wall). For cinderblock walls, use painters masking tape.
- Mirrors, extra shelves, hooks, and other such items need to be removed at the end of the year. They are not considered room improvements.
- Do not line drawers or shelves with adhesive-backed paper.
- Window decorations/displays must be removable and without obscene language, etc. or an ORL staff member will request it be removed.
- Decorative lights must be URL approved.
- Draping or hanging long lengths of paper and other materials are prohibited for fire safety.

Drugs/Paraphernalia:

The unlawful possession, use of, and/or distribution of illicit or prescription drugs or drug-related paraphernalia, such as, but not limited to pipes, bongos, hookahs, or other items used for illegal or illicit purposes, is prohibited on University premises.

Drugs/Paraphernalia Cont.:

Anyone found in violation of this policy, or in a room where this policy is being violated, is subject to disciplinary action up to and including removal from housing, suspension, and/or expulsion from the University, and referral to other appropriate authorities.

The Office of Public Safety may be called to investigate and determine if local, state or federal laws are being violated or to contact local, state or federal authorities.

For additional information on the University Drug Policy see the [Student Handbook](#).

Elevators:

To keep elevators in running order, do not overload, force doors open, stop the elevator, use alarm buttons (except in emergencies), prop the doors open, or otherwise misuse the equipment.

Elevator abuse poses a serious threat to the safety of all and may result in disciplinary action. If the elevator stops between floors, stay calm, remain in the elevator and use the alarm button and/or call box. A staff member will come to your aid.

If the elevator is not functioning properly, inform a ORL staff person or contact Public Safety. Please **DO NOT** force the doors open, as this may cause a potentially dangerous situation.

Students should report items dropped down the elevator shaft to the ORL staff or Public Safety. The student may be responsible for the service company fee to retrieve the item.

Emergency Procedures and Safety:

At the University of Detroit Mercy, your safety and security are a top priority. With the cooperation of each and every student, our halls will be safe environments for all to enjoy. Emergency evacuation procedure training takes place each semester. Each student is expected to familiarize him/herself with the appropriate evacuation routes of the facility. If you have questions about the Emergency Procedures, please contact the ORL staff in your building.

Emergency Procedures & Safety Cont.:

• Evacuation Areas

- Holden Hall: Parking Lot A (Visitor Parking)
- Shiple Hall: Parking Lot D (near the basketball courts)
- South and West Quads: Parking Lot D (near the basketball courts)
- East and North Quads: Kassab Mall in front of the Engineering Building
- After any evacuation, report to your designated area assembly point. Stay there until an accurate head count has been taken. ORL staff will take attendance to account for all building occupants. **DO NOT return to an evacuated building unless instructed to do so by Public Safety or ORL staff.**

• Fire Alarms

All of the residence halls are equipped with fire alarms. (Report beeping or missing alarms to the Repair Hotline 3-1474 immediately.)

If You Discover a Fire

- Call Public Safety at 313.993.1234 (campus phones X123)
- Pull a fire alarm
- Help others who may need assistance
- Evacuate the area via stairs. **DO NOT USE THE ELEVATORS**
- Go to Evacuation Areas

If The Fire Alarm Sounds in Your Building

- Check your room door for heat. If HOT– do not open it.
- If door is **COOL**, open it slowly and check hallway for smoke.
- If the hallway is passable, immediately and swiftly leave your room. Take your keys, purse, wallets, etc.
- **CLOSE AND LOCK YOUR ROOM DOOR.**
- Help others who may need assistance.
- Evacuate the area via stairs. **DO NOT USE THE ELEVATORS.**
- Go to Evacuation Areas as directed.
- Do not return to the building for any reason.
- **ONLY ORL STAFF AND PUBLIC SAFETY CAN ISSUE THE ORDER TO RETURN TO YOUR BUILDING.**

Failure to evacuate a building after an alarm or attempts to reenter a building before permission is granted will result in disciplinary action and could also include a ticket from Public Safety.

• Fire Drills

- Fire Drills will occur intermittently each semester in each residence hall. Residents must evacuate to designated evacuation areas and follow procedures. Failure to evacuate will result in administrative disciplinary action.

- **Tornado**

If You Hear Tornado Sirens or if Informed of a Tornado Warning

- Residents should seek shelter immediately
- Take keys, purses, wallets, etc.
- Close windows, doors and lock rooms
- Using the stairs, move quickly to the shelter locations: interior hallways of basements, or lowest floors away from windows, shelves or heavy equipment. If possible, seek shelter under a desk or table.
- A University staff member will inform residents of an emergency, and will instruct them when to go to the shelter area(s).

- **Sever Storm Warnings**

If You Hear a Sever Weather Alert or Watch

- Students should remove all objects from windows
- All windows should be closed and locked in rooms and common areas

Employment Opportunities:

There are several opportunities for residents to work in the residence halls. Priority is often given to students with Federal Work Study eligibility, although some positions are open to students who do not qualify for FWS. Jobs include front desk workers, office assistants and residence maintenance.

Fireworks:

No person is allowed to possess, display or ignite fireworks or explosive devices of any kind whatsoever on campus, including in the residence halls. Violations of this policy could result in immediate removal from residential housing and further University disciplinary action.

Furniture:

All University furnishings must remain in students' rooms at all times. A student may be assessed the replacement cost of room furniture that is not present in the room or is present but damaged at any time of the year.

Personal furniture, with the exception of waterbeds, is permitted, as long as it adequately fits in the room. Please refer the section on Lofts regarding guidelines and restriction.

Any student who removes, misuses or alters lounge or study-room furnishings will face a disciplinary action and or fine.

Games/Sports:

To keep hallways intact and maintain safety, playing sports (soccer, Frisbee, golf, hockey, rollerblading, skateboarding, etc.) or with sports equipment in the hallways or public areas is prohibited. Residence Life sponsored indoor games can be allowed on the ground floors of Quad Commons, Holden Hall, and/or Shiple Hall.

Damage to University property due to hall sports or games will be considered intentional. Violations can result in confiscation of equipment, as well as disciplinary sanctions and assessments.

Guest Policies/Visitation Guidelines:

Guest Policies

- For the safety and security of all residents, a standard visitation policy exists. Non-residents are not permitted onto campus for any reason after the posted University Visitation hours. (See Visitation Guidelines, page 15.)
- The right of a student to live in reasonable privacy takes precedence over the right of a roommate to host a guest. (See Resident Bill of Rights, page 5.)
- A resident must receive permission of their roommate and/or suitemates to host an overnight guest of the same gender. Opposite sex guests are not permitted to stay overnight in the halls.
- The presence of guests must not restrict free access of residential students to any common or private space, nor may they create a situation that infringes on the right of a roommate and/or suitemate to remain undisturbed. When determining when guests should be invited to the room or community space, common sense and mutual respect should prevail. (See Resident Bill of Rights, page 5.)
- A resident may not give a guest their room/building key, University ID, or Proxy Card.
- Use of bathroom facilities is limited to same-sex guests of residents on that floor/suite.
- **Host Responsibility:** The resident host is responsible for the behavior of his or her guest(s) at all times (see Host Responsibility, page 16). It is the responsibility of the host to inform the guest of the residence hall policies and his or her expected compliance. Guests who violate ORL or University policies may have visitation restricted or denied, and their host may be subject to disciplinary action.
- Given the values of the University of Detroit Mercy, cohabitation is not permitted in University residence halls.
- **Overnight guests, of the same sex only, are permitted to stay for a maximum of 2 consecutive nights in the residence halls provided the rights of the roommate and other community members are respected.**
- Guests needing to stay longer than 2 nights must be approved by the ORL professional staff. *Approval is based on an emergency or special extenuating circumstances.*
- The ORL professional staff and Public Safety retain the right to prohibit any guest from entering a residential facility for any reason.

Guest Policy/Visitation Guidelines Cont.:

- All guests must carry valid identification at all times. A state ID must have a photo and list the persons name, age, address or guest must have a current UDM ID card. No other identification cards are valid.
- Guests may be required to leave if their host's roommate is denied rights to use the room or if the guest fails to observe the policies and procedures detailed in this Guide and or the Student Handbook.
- Hosts and guests who violate these codes and regulations will find their residence hall privileges restricted or revoked .
- The Office of Residence Life reserves the right to adjust guest policies and procedures during break periods or at any other times as the Office deems necessary.

Guests Under 16 Years Old

- Underage guests are **not** permitted to stay overnight in the residence halls.
- Overnight approval may be granted on emergency or special extenuating circumstances by the Director of Residence Life or designee.
- Underage guests must be accompanied by the resident at **all** times and emergency contact information must be provided for parent / guardian.

Visitation Guidelines

- **Sunday through Thursday from 9 a.m. to 12 a.m. (Midnight)**
- **Friday and Saturday from 9 a.m. to 2 a.m.**
- Guests must be accompanied/escorted in the residence halls at all times, including in the host's room.
- Guests of the opposite sex must use bathrooms on gender specified floors or suites, or use the bathrooms located on ground floor of Quad Commons, or Shiple Hall's first floor unisex bathroom.
- Failure to comply with the escort policy or other University policies and procedures may result in disciplinary action, including, but not limited to, loss of visitation privileges and possible guest restriction.

Hall/Area Councils:

An integral part of the ORL student leadership development is the Residence Hall Association (RHA). We encourage your to involvement in your community through participating in RHA. Contact your RD or RA for more information.

Harassment:

The University will not tolerate or condone harassment of any person(s) at any time. Refer to the Student Handbook for the full policy.

Health and Safety Inspections:

The Office of Residence Life reserves the right to conduct a “room/suite inspection” for the reasons set forth in the residence hall contract and when it has been determined, in the discretion of appropriate University officials, that sufficient cause exists.

- ORL staff will inspect all residential rooms to ensure proper health and safety standards in the residence halls periodically.
- Residents will be given advance notice of the general times and dates of inspections through departmental notices.
- The ORL staff will look for prohibited items and health/safety concerns, such as: illegal pets, lounge furniture, illegal lofts, unauthorized appliances, room damages, and/or excessively dirty areas, etc. Inspections may warrant disciplinary action.
- Illegal or prohibited items found during inspections will be confiscated and held by ORL or Public Safety. The consequences of Health and Safety violations may include fines and/or disposal of prohibited items.

The Director of Residence Life, or their designee, will make this determination. After proper authority has been granted, the search will be conducted in the following manner:

The Search Process:

- Two staff members of ORL will conduct the search.
In most cases, the persons conducting the search will knock on the residence hall/suite door and announce themselves before entering.
- Students who are present will be informed of the purpose of the search. Students are not required to be present, unless requested by staff.
- All areas and spaces of the room/suite, and all objects and containers within the space may be searched. Illegal or unauthorized items will be confiscated and residents will be provided a list of the items taken. Items violating local, state or federal laws may be turned over to Public Safety or other law enforcement agencies.
- Public Safety or police officers with proper authority may initiate a search within normal legal guidelines. These procedures may supersede the above guidelines.

Host Responsibility:

Residents are responsible for the behavior and actions of their guest(s), up to and including being charged for policies that guests violates. It is the host's responsibility to inform their guest of University and Residence Life policies and procedures. If policies and procedures are violated both the guest and host may face restrictions or denial of visitation.

Housekeeping:

All residents have a responsibility to keep all hallways, stairwells, and general building area clean and free of trash or other debris. Residents will be charged for excessive messes in public areas including the area surrounding their building. (See Damage Charges: Common Area Billing, page 10.)

Keeping the building reasonably clean is the function of the Housekeeping staff. They will provide basic cleaning and trash removal in common areas for each residential area. If there are concerns about housekeeping services being provided, please contact your Residence Director.

Identification Card:

Your student ID card is your meal card, library card and your University ID. For some students it also serves as their proxy card. Each student is issued a card is expected to carry it at all times they are on campus. If your ID card is replaced, you must contact the Titan Information Center so that your meal plan can be transferred to the new card. Additional information on the ID card is available in the Student Handbook or at the Titan Information Booth in the Student Center.

Keys & Proxy Card:

For your safety, it is important to keep your key and proxy card with you at all times. All lost, stolen or broken keys and proxy cards must be reported to ORL immediately. No University key or proxy card may be duplicated, modified or loaned to another person. You are responsible for the key and proxy card until you have officially checked out of your room following correct check out procedures

Lost room keys require a lock and key change. You will be charged \$60 per lock core for residence hall room keys, \$25 for broken keys

Students who lose their proxy cards will be required to get a new student ID and will be charged \$20.

All Proxy Card damages, malfunctions or questions should be directed to the ORL or the RD on duty after 5 p.m. weekdays and on the weekend.

Laundry/Vending::

Laundry rooms are located on the ground floor of each building are coin-operated washers and dryers. The cost is \$1.00 for washing and drying. Contact ORL at 3-1230 or reslife@udmercy.edu if the washing or drying machines are not working. In a message or email state the machine's location and number.

Vending and soda machines are located in the residence halls and Quad Commons. All refunds are provided by the Student Accounting office located on the ground floor of the Fisher Administrative Building.

Light Bulbs:

If the lights are out in your room and or bathroom, contact your RA or the RD of your building. A Residence Maintenance Staff person will replace the bulb(s).

Lock Outs:

If locked out of your room Monday–Friday between 8:30 a.m.–5:00 p.m. contact the Office of Residence Life. Before or after business hours, the weekend or holidays contact Public Safety for the RA on duty. You must provide your name, campus address, and where the staff can meet you, .i.e. Quad Commons Lounge, 2nd floor Holden Hall, etc.

For all lock outs it may take up to twenty minutes for assistance to arrive. When a staff member arrives you must sign the lock-out form and provide your University ID.

Lofts:

Homemade lofts are not permitted in any residence hall. Universal Furnishings Inc. is the sole university loft distributor for the University. No other type of loft is permitted in the residence halls. For additional information contact Universal Furnishings, Inc. at (800) 407-5746 or www.loftbedrentals.com.

The University of Detroit Mercy is not responsible or liable for any injury or damages sustained through a resident's decision to use a loft.

Maintenance:

Call the Repair Hotline at (313) 993-1747. The office staff will need your name, phone number, campus address and detailed information regarding the maintenance concern to complete the work request. The work request is submitted directly to Facility Operations. If there is no answer, leave a detailed message, with your name, campus address and phone number. All work orders submitted after 3:30 weekdays will be received by Facility Operations the following work day. In case of emergency contact an RA or RD immediately.

Meal Plans:

The University Meal Plan is required for all residential students except those who reside in West Quad. The Dining Services staff will assist students who have any special dietary or health needs.

Meal Plan Appeals Committee

- Students seeking to be released from the meal plan for dietary or health reasons, conflicts in their academic schedule, etc. must petition the Meal Plan Appeals Committee by the 2nd Friday of the semester. Additional supporting documentation must be submitted with the petition.

Meal Plan Cont.:*Meal Plan Changes*

- Meal Plan changes will be made at the Office of Residence Life during posted hours until 4 p.m. the second Thursday after the start of each term during the first 2 weeks of classes.

Sick Trays

- If sick, you can get a Sick Tray Form (STF) from Dining Services. A friend can take the STF and your student ID Card to Dining Services office who will provide a to-go meal container for the Titian Dining Room.

Mental Health:

Personal Counseling

- Natalie Wicks, ACSW, and her staff are available on the McNichols campus to see students by appointment. Students may call (313) 578-0436 to schedule an appointment.

Psychology Clinic

- The University of Detroit Mercy Psychology Clinic located in Reno Hall will see residents by appointment. Fees are based on a sliding scale (based on the ability to pay). Call 578-0570 for an appointment.

Substance Abuse Counseling

- Confidential counseling is available to members of the University community confronting difficulty with alcohol and/or drugs among themselves or friends and family members. Drug or alcohol emergencies should be reported to Public Safety - dial (123) immediately.

Noise/Quiet Hours:*Quiet Hours*

- Quiet hours have been established to insure a living and learning environment that is conducive to studying and sleeping. During quiet hours, no sound inside a resident's room should be heard outside a resident's room.
- Individual floors may extend regular quiet hours, but may not shorten them. The decision to extend the hours will be made by RA's and RD's after consulting residents of the floor.
- Intensive Study floors **have 24 hour Quiet Floors** everyday. Residents who violate quiet hour policies on these floors are subject to disciplinary actions which may include reassignment to another floor or building at the discretion of the Office of Residence Life.

Noise/Quiet Hours Cont.:*Regular Quiet Hours:*

- Sunday through Thursday: 10:00 PM to 8:00 AM
- Friday and Saturday: 1:00 AM to 10:00 AM

Mid Terms:

- Noon (12 PM) the Friday before scheduled midterms until Friday of the following week.

Final Exams:

- Noon (12 PM) the Friday before finals week until the residence halls close for the term.

Courtesy Hours

- Courtesy hours are 24 hour 7 days a week. Students have the right to have a reasonable environment to sleep and study at all times. Noise within a student's closed door should not be heard beyond a closed door.

Procedure for Handling Excessive Noise in the Residence Halls

1. Each resident is encouraged to first inform the noisy or disruptive residents they are disturbing others.
 2. If the individual(s) do not respond to your request, contact the ORL office during business hours or Public Safety before or after business hours and during weekend and holidays for assistance.
- Persistent violation of noise policies may result in administrative action.
 - ORL staff may enter your room to investigate a noise complaint if you do not respond to requests for entry. If you are not in your room, the staff member will seek to resolve the noise problem and document the situation and take other action as appropriate.

Painting and Other Artwork:

- Rooms **cannot** be painted in the Residence Halls.
- Students who have painted rooms will be charged.

Pest Control:

It is the resident's responsibility to keep their living area clean. If a room becomes infested, occupants may be required to clean the room or have it cleaned at their cost prior to additional extermination services.

The University has a contract with an extermination company that maintains all the residence halls. If you require additional services contact your Resident Advisor or Resident Director.

Pets:

Fish are the only pets permitted in the residence halls. Aquariums must be no larger than 10 gallons. Seeing Eye dogs are the only exception to this policy per ADA.

The University reserves the right to confiscate and remove pets. Unauthorized pets may result in disciplinary action that can include removal from the residence halls and will include a monetary fine per day until the pet is removed.

Prohibited Items:

- Broilers
- Candles
- Crock Pots
- Electric blankets
- Electric frying pans
- Electric space heaters
- George Foreman grills
- Griddles
- Heating coils
- Heat fans, ceramic heaters, etc.
- Hot plates
- Incense/Potpourri burner
- Personal air conditioners
- Pets, other than **fish** (10 gallon aquarium or less)
- Rice Cookers
- Sandwich makers
- Sun lamps
- Toasters and/or Toaster ovens
- Weapons

- Additional items may be deemed a danger to the residential community as determined by the Director of Residence Life and will be updated and changes will be posted on the Residence Life website.

The Residential Connection (Res. Connection) 3-1747:

Res. Connection is the central reception desk for the residential community located in Quad Commons. The Res. Connection provides students with:

- Residence Hall Directory Assistance
(Callers will be connected to the resident no numbers will be shared.)
- Vacuums, brooms and other cleaning equipment/supplies
- Toilet paper for Quad residents
- Sports and games equipment
- Space reservations (Quad Commons Theatre, Shiple Volleyball Court, all other spaces must be reserved with the Residence Director of the building.)
- Menus for local restaurants and a variety of other information.

Room Change Process:

Residents are permitted to change rooms during the academic year. After approval by the Housing Coordinator you may move to your new assignment. All room changes must occur 48 hours after notification. Simply switching keys and moving into a space is not permitted. If this occurs student(s) will be assessed a \$100.00 "improper room change" fine and will face disciplinary action for improper room change

In the event of a dispute between roommates the person requesting the change will be the person asked to move, unless ORL determines otherwise.

Room Condition Report & Inventory:

Before your arrival, your room/suite was inspected and the condition was noted on the Room Condition Report (RCR) form.

You will be given a copy of the form at check-in and you will have the opportunity to make additions or corrections to this form. The form must be returned within 24 hours to your RD or designee. If the RCR is not returned you are responsible for all damages after check-out.

After your departure, ORL staff members will compare the condition of your room and its contents with the notes on listed from check-in. Any discrepancies or damages are the responsibility of you and your roommate. Damage not claimed by one person will be split between assigned residents.

If you fail to return the RCR form, at the end of the year a new RCR will be completed to assess the room with the assumption all university property was in excellent condition at check in and all damages are your responsibility.

The RCR must be signed at check-out for verification that the room key and proxy card have been returned. Students will have an opportunity to appeal in writing any room damages found by the ORL staff after damages have been assessed.

Room Entry:

ORL and Facility Operations staff reserve the right to enter a student's room/suite to ensure health, safety, and maintenance in the residence halls. This includes periodic inspections for health, safety and cleanliness.

Room searches will be conducted in accordance to the terms and conditions of the residence hall contract and two (2) ORL staff members will be present.

ORL staff will not provide entry of a non-resident, including family members, into a student's room.

Room Selection Process:

Room Selection for returning students occurs Winter Term of the preceding year. Information regarding the room selection process will be posted on the Residence Life website, www.udmercy.edu/student_life/reslife.html and signs will be posted in the halls.

Students on Co-op/Study Aboard:

- Residential Students, who are on co-op or study abroad the semester of Room Selection must complete the housing application prior to leaving and designate a friend to be their Proxy to sign up for housing during the selection process. While ORL will try to accommodate students wishing to return to their fall term assignment it is not guaranteed that the space will be available. Additional information will be posted in November regarding this special process.

Smoke Detectors:

Misuse of, tampering with or deactivating a smoke detector or other piece of fire safety equipment is considered a violation of the fire code and may be sanctioned through the disciplinary system.

The halls either have hardwired smoke detectors in each room or battery operated smoke detectors. The battery operated smoke detectors are routinely tested and batteries are replaced by Facility Operations. However, batteries can also be replaced by submitting a maintenance request to the Repair Hotline 313.993.1747.

Smoking Policy:

As stated in the Student Handbook, the University has a No Smoking policy in effect for all University buildings including the residence halls. For additional information see the Student Handbook.

Solicitation:

Solicitation, door to door calling, and or sliding flyers under residence hall doors is prohibited. This includes events such as Tupperware-Parties (and those companies like it), taking up a collection for an outside organization or cause, candy bar sales, credit card companies, and distribution of flyers and newspapers under doors. Use of lobbies and other common areas by University organizations requires prior approval from Director of Residence Life or designee.

Staff:

The ORL staff, including (but not limited to) Resident Advisor (RA), Head Resident Advisor (HRA), Residence Director (RD), Graduate Residence Director (GRD), Housing Coordinator, Office Assistants, Residential Connection Staff, Residential Maintenance Staff, Director of Residence Life, Public Safety and others deserve the utmost respect.

Staff Cont.:

Belligerent, uncooperative, or rude behavior towards these individuals will not be tolerated. Failure to comply with a staff member's request or behaving in an inappropriate manner towards a staff member will result in disciplinary action.

If you have concerns about the way a staff member has treated you, you should contact that individual's immediate supervisor or the ORL office (993-1230) immediately following the incident.

Telephones:

All residential rooms have one phone line. **Residents must provide their own phone.** Residents can make on-campus and local telephone calls for free as part of their housing fee. All phone problems should be reported to the Helpdesk at: helpdesk@udmercy.edu. Long distance calls can be made by using a calling card or calling collect.

Theft:

Taking, attempting to take, or possessing the property of another person without proper authorization is theft and considered a serious violation of the student code of conduct. Reports of theft will result in code of conduct proceedings that may result in removal from housing. Students are encouraged to keep a detailed list and description of belongings, including serial numbers, of all valuable items brought to campus.

If you feel you are a victim of theft, contact Public Safety at 313.993.1234 and the ORL staff on duty.

Unauthorized Entry:

Students and guests are not permitted to enter or be present in a room/suite of another person or in an area that they do not have access without proper authorization. Additionally, students and guests are not permitted to be present in normally closed or restricted areas.

Vandalism:

As stated in the University Student Handbook, destruction or damage of University property or to an individual's or groups' property is unacceptable and may result in code of disciplinary sanctions. This includes throwing or dropping objects from one's window.

Vandalism impacts all residents directly and indirectly.

Directly:

- **Common Area Billing:** When damages or loss of equipment, furnishings, or facilities and/or University property occur and the identity of the person responsible for the damage or loss cannot be determined, residential students are assessed an equal portion of the cost of the damage.

Vandalism Cont.:

charges for each residential student sharing the public space (Common area billing as per the Residence Life Housing Contract).

- Residents will also be charged for special services that become required due to the misuse or abuse of their assigned space and the University property contained therein.

Indirectly:

Funds that are used to pay for vandalism repairs cannot be spent on future renovations and purchases for residential students, which results in fewer renovations and new purchases in the halls.

Visitation Guidelines:

- Sunday through Thursday from 9 a.m. to 12 a.m. (Midnight)
- Friday and Saturday from 9 a.m. to 2 a.m.
- Guests must be accompanied/escorted in the residence halls at all times
- Guests of the opposite sex must use bathrooms on gender specified floors or suites, or use the bathrooms located on ground floor of Quad Commons, or Shiple Hall's first floor unisex bathroom.
- Failure to comply with the escort policy or other University policies and procedures may result in disciplinary action, including but not limited to, loss of visitation privileges and possible guest restitution .

Weapons & Firearms:

Possession of weapons of any type, including (but not limited to) firearms, paintball guns, ammunition, air guns, gun replicas, explosive devices, slingshots, knives, martial arts training materials, etc. is prohibited, as stated in the [Student Handbook](#).

Any object that could potentially inflict injury or cause harm when used in a threatening, careless or aggressive manner is considered a weapon. Possession or use of a weapon will result in immediate confiscation of the item and may result in immediate housing termination and or other severe disciplinary action. For additional information review the [Student Handbook](#).

Windows:

Residents are permitted to use their windows to personalize their room. However, the following are **not** permitted.

- Removal of window screens
- Throwing or tossing items from windows
- Entering, exiting or sitting in a window or window ledge
- Leaning one's body out of the window
- Hanging items outside of the windows
- Placing items on the outside window ledge
- Adhering permanent items to the window, i.e. stickers, etc.
- Decorations that can be deemed of poor taste or offensive
- Alcohol related paraphernalia, i.e. liquor, wine, beer bottles, cans or signage (neon, lighted or canvas type banners or signs)

Information Technology Services

Welcome

At the University of Detroit Mercy, resident students are welcome to bring a computer for connectivity to the network. Unlike a home environment, the University network is a more complicated shared resource where personal responsibility is necessary for all to benefit from network access. This handbook provides information on proper usage.

Free Virus Protection for Resident Students

ITS provides a complimentary one-year McAfee Antivirus license for all resident students. If you did not receive your CD at move-in, please visit the Helpdesk in Fisher 230. Both a valid student ID and residence hall proxy card must be displayed to receive a CD.

Additional ITS information and useful tools are available on the CD.

Recommendations Prior to Connecting to the Network

A computer connected to the network is vulnerable to the common threats that exist across the entire Internet. Taking these precautionary steps will help reduce potential problems:

- Installation of antivirus software configured for auto-update of virus definition files on a daily basis and auto-scanning and auto-cleaning of all hard drive partitions.
- Installation of all operating system and security patches for your operating system and all installed applications. For Microsoft users, please check <http://windowsupdate.microsoft.com> and <http://officeupdate.microsoft.com>. For Apple users, please check <http://www.apple.com>.
- Configuration of your operating system for auto-update on a daily basis
- Installation of a personal firewall
- Installation of detection and daily cleaning software for adware, spyware and other unknown background processes
- Removal of all illegal file sharing services
- Removal of all illegally obtained software
- Installation of a backup process for all important files necessary in the event your hard drive malfunctions

Minimally Supported Operating Systems

Helpdesk support is limited to systems using Windows XP with Service Pack 2 and Mac OSX v10.4 (Tiger) or greater.

On-Campus Labs

For those who prefer to use a public workstation, on the McNichols campus there are labs in the C&F, Health Professions, Library, Engineering and Student Union buildings. Resident students will find the Student Union lab provides very generous hours for early morning and late-night computing. Visit any lab for a current schedule or see <http://it.udmercy.edu>.

Educational Discounts on Computers

ITS has arranged special pricing for students with a number of vendors. Please see <http://it.udmercy.edu> for more information. A valid student ID or class schedule may be required at the time of purchase.

Ports in Resident Rooms

In each resident room there is an outlet box containing two data ports (one per student), two phone ports (one live port and one for backup purposes) and one cable TV port. In the Quads, there may also be an extra data port under the desk. Please be careful not to damage the outlet box. The cost of repairs will be added to your student account.

Connecting via Wired Cable

To connect your computer, plug one end of your CAT5 patch cable into your computer and the other end into the port labeled D1 or D2 (D is for data).

Configure your computer operating system to obtain an IP address automatically using DHCP.

DHCP Setup for Windows XP

- From the Start menu, select Settings, choose Control Panel
- Double-click on Network Connections
- Double-click Local Area Connection
- Click on the General tab, and then click on the Properties tab
- Click on the General tab, then select Internet Protocol (TCP/IP) and click Properties
- Select Obtain an IP address automatically
- Select DNS server automatically
- Click the OK button

DHCP Setup for MacOSX

- From the Apple Menu, choose System Preferences
- Click on Network
- Set the Configure Selection to using DHCP
- Click Apply Now
- Close Network

Connecting via Wireless Network

The majority of locations on the McNichols campus are WIFI accessible. See <http://it.udmercy.edu> for the official coverage map. In the residence halls, all resident rooms in Shiple and the Quads are WIFI accessible.

If your computer has WIFI capability, configure your settings as follows:

- No proxy server
- Obtain IP address from server (DHCP)
- No encryption or Public Key
- SSID should be left blank

If you have a setting for Infrastructure vs. Ad Hoc, set your card to Infrastructure. Official UDM networks are named either “udmw” or “dormw”.

Telecomm

To connect your phone, plug one end of your telephone cable into your phone and the other end into the port labeled V1 or V2 (V is for Voice). Only one port is active; the other port can be converted by the Telecomm department if the first port does not work. You may freely dial local phone numbers. For long-distance service, please use the calling card of your choice.

If you discover the port you are plugged into does not work, try the other port. If both ports do not work, contact the Helpdesk.

Cable TV

To connect your television/VCR/DVD device to the cable TV service, plug one end of your coax cable into your device and the other end into the cable TV port.

If you have technical issues with your cable TV service, please verify other known working devices do not work on your port before placing a Helpdesk call.

Helpdesk

For assistance with computer, telecomm or cable TV issues, please contact the Helpdesk by creating an online ticket in the <http://helpdesk.udmercy.edu> system. You may self-register for an account to submit the details of your request and to track the response. Alternatively, please call x1500.

Occasionally, the Helpdesk staff will request you bring in your computer. When this occurs, only the CPU is required unless told otherwise.

Before the Helpdesk will work on any personal computer, you will be required to sign a waiver form giving permission for the Helpdesk staff to work on your computer.

If an on-site visit is required, you will be required to sign a waiver form giving permission for entry into your residence room and permission for the Helpdesk staff to work on your computer. At all times, two Helpdesk members will be present during an on-site visit.

An ITS-Residence Hall Service Level Agreement details the support provided by the ITS department for all resident students. For more details, please see the SLA agreement at <http://it.udmercy.edu>.

For cable TV problems, you may contact the service provider (Enertron) directly at 586.757.6844.

Outages

ITS maintains a blog for service outages. Please check <http://udm-its.blogspot.com> before reporting an outage to the Helpdesk. If reporting after hours, please leave a message at x1500.

Never assume an outage has been reported unless it has been documented within the blog. ITS appreciates knowing of outages as soon as possible so we may quickly resolve the matter.

Sharing Bandwidth

All resident students share access to the University's internet bandwidth, which, at times, can fluctuate in performance based on the level of usage. Measures are in place to ensure optimal usage. Abuse may sometimes reduce overall performance.

Legal use of P2P services is permitted but performance can be hampered by the slowness of other networks. The sharing of copyrighted materials without permission is a violation of the end-user acceptable use policy you agree to when connecting to the network.

Any illegal or unethical use will be turned over to the proper authorities. Use of the network is a privilege that can be revoked.

Based on ITS's analysis, the quietest time on UDM's network is between 10:00 pm and 6:00 am when classes are not in session.

User codes, passwords, etc.

All users should have received their University user codes and passwords during orientation or by mail sent from the Registrar's office to your home address on record. User codes and passwords remain the same from school year to school year. If you are unable to remember your password, you must appear in person to the Helpdesk in Fisher Building Room 230 with your validated student ID card to make your request. For the security of all student accounts, password requests must be made in person.

Social Networks

The ITS department suggests caution when using community sites (such as Facebook, Myspace, etc.) or open blogging sites (such as Blogger).

Since these sites are hosted by providers outside of the University of Detroit Mercy and are in no way affiliated with the University of Detroit Mercy, ITS is limited in its ability to provide assistance as issues arise. Any personal data made available may be stored and permanently archived by anyone. The best recommendation ITS can offer to students and parents is to contact the “administrator”, “postmaster” or “webmaster” of the site for technical issues and local law enforcement for criminal matters.

Campus Jobs

ITS is one of the largest student employers on campus. If you qualify for federal work-study and are interested in working in one of the many areas of ITS (including providing assistance to fellow resident students), please contact its@udmercy.edu.

Frequently Asked Questions

My data or voice or cable port is not working?

Plug a known working device into the port to verify the port is bad? If the known device works, check the configuration of your device.

Can I use a telephone cable as my network cable?

No, telephone cables are an RJ11 standard, data cables are an RJ45 standard. The two standards are not compatible.

My system is running slow?

Verify your system is virus-free and spyware-free. Also, watch your task manager for processes that are consuming the majority of your processing time and disable or remove them if unnecessary. Check your RAM usage as well, you may need to increase your RAM.

My Internet browser always defaults to a site that I did not ask it to. What has happened?

Your internet browser has been “hijacked” and you may need to uninstall and then re-install it or you may need to implement a procedure to remove the hijacking settings.

For more information...

...including applicable policies, laws, training documents and additional services, please visit <http://it.udmercy.edu> or call x1500.

Housing Operations: Additional Policies and Procedures

Application Process:

- Students interested in living on campus should obtain an application agreement from the Office of Residence Life, Titan Information Center in the Student Center, or online at <http://www.udmercy.edu/reslife>.

Building Closings:

- Residents must vacate the residence halls **24 hours** after their last exam and no later than 7:00 PM on Friday the finals week of Finals. Students who wish to live in the halls between breaks must apply in advance of the end of Term for Interim/Break Housing and there is an additional charge for living in the halls.

Break Housing:

- Residents needing housing between academic terms must apply for Interim Housing in ORL. There is a charge associated with extensions and dining services are **not** available.

Census Report:

- All residents are required to sign the census report to verify their housing assignment each semester. Students are not permitted to sign for others or to make changes to the document.

CO-OP Students:

- Those students participating in CO-OP must contact the Office of Residence Life regarding housing needs for the following semester or academic year. Special arrangements will be made for those students who have completed a housing application for the following year and terminated the current contract as it applies.

Contract Termination:

- Residents sign an agreement for the academic year and are obligated to remain in the halls. Residents must contact ORL for further information and read the back of their Housing Contract regarding housing termination.

Graduating Seniors:

- It is the responsibility of the graduating senior to complete the Interim Housing application prior to the April deadline to remain in the halls prior to Graduation. Signs will be posted when applications are available.

Housing Eligibility:

- It is the policy of the University of Detroit Mercy to offer full, equal, and non-discriminatory assignments without regards to race, nationality, sex, or religious affiliation. To be eligible for University housing a student must, throughout the entire duration of such residency be:
 - Registered for classes, be in satisfactory academic, financial, and disciplinary standing at the University.
 - Pursuing a full-time course of study in one of the undergraduate, graduate, or professional schools at the University, including approved Co-op. (Part-time students may be permitted if space is available.)
 - Residents who do not meet the above criteria at any time will be required to vacate the residence halls within 24 hours of notice from Residence Life.

Housing Freeze:

- During a Housing Freeze students are not permitted to change rooms. However for health and/or safety reason an EMERGENCY ROOM CHANGE may occur with the permission of the Director of Residence Life or Housing Coordinator or designee. No room changes are valid unless authorized by the Housing Coordinator. All authorized room changes that occur MUST be completed within 48 hours. Residents must follow all check-out procedures when leaving their old room and all check-in procedures when they move into their new room. Residents who change rooms without authorization will be subject to a \$100.00 charge and additional disciplinary sanctions.

Room Assignments:

- The Office of Residence Life makes every attempt to accommodate a resident's request for a specific room, but reserves the right to make assignments as necessary. ORL reserves the right also to reassign students to different rooms, floors, or buildings should circumstances necessitate. Single rooms are subject to availability and are not guaranteed.

Room Assignment Process: Single Rooms

There are a limited number of spaces designated as single rooms.

Shiple Hall Residents: single rooms are assigned based on the date the application was received by the University/ORL. Once the spaces have been filled the list is extended by 15 additional students then closed.

Returning students: after the Room Selection Process, upperclass students requesting a single room are placed on a waiting list. As single rooms become available students are selected from the list. If a student declines an offered single room space they are removed from the list.

Roommates/Suitemate Expectations:

It is essential that residents live cooperatively. Cooperation starts with open communication with your roommate and/or suite mates as they have the most immediate impact on you.

Roommates:

The following is a list of a few common sources of roommate conflicts. If a resident and their roommate and/ or suite-mates confront these issues constructively to set down "ground rules", communication breakdowns and further conflicts may be avoided.

- Daily Schedules: sleeping times, quiet hours, television viewing, study conditions
- Housekeeping: making beds, cleaning the room/bathroom, picking up clothes, interior decorating, what is "clean" and "messy"
- Personal Habits: exercising, foul language, gossiping
- Telephone Use: long conversations, taking messages
- Sharing: territorial imperatives, saying "please," respect for each others property, getting permission
- Moods: grouchiness, silliness, depression, "taking things out" on a roommates
- Guests: overnight guests, non-mutual friends, parties, privacy
- Values: prejudices, religion, politics, philosophy
- Interests: what you like to do, interests to be shared

Roommate/Suite-mate Expectations:

- To ensure acceptable living and learning environments for all community members, residents are required to discuss and document their mutual expectations in the form of a roommate agreement form. These agreements must be completed within the first two weeks of opening and turned into your RA. These agreements can be re-negotiated at any time. In situation of disagreement, residents are held accountable to their agreements.

Health and Safety Offices and Information

Counseling Services:

Personal Counseling

- Natalie Wicks, ACSW, and her staff are available on the McNichols campus to see students by appointment. Students may call 578-0436 to schedule an appointment.

Psychology Clinic

The University of Detroit Mercy Psychology Clinic located in Reno Hall will see residents by appointment. Fees are based on a sliding scale (based on the ability to pay). Call 578-0570 for an appointment.

Health Services:

- The Health Center is located on the first floor of West Quad. Enter at the North end of the building. Hours are 10:00 AM to 4:00 PM Monday through Friday during the academic year. Call for appointments 313.993.1185.

Health Insurance:

- Residential students must have health insurance in order to live in the residence halls. Student insurance packs are mailed to all students. Copies are available in the Health Services Office.

Medical Emergencies:

- In case of emergencies, contact Public Safety or a Residence Life staff member. Residents will either be transported to Grace Sinai or Providence Hospitals. Residents must have their insurance cards with them when they go to the hospital. Residents making an emergency visit to the hospital are required to notify Health Center at 3-1185 within three days of their visit.

Public Safety & Security:

- Call:
 - **Emergencies:** 313.993-123, campus phones dial, 123
 - **Non-emergencies:** 313.993.1234, campus phones dial, 3-1234
- The Public Safety Office is located on the east wing of the Student Center Building and is open 24 Hours a day.
- As community members, everyone must take responsibility for their own safety and the safety and security of others in the community. Residents should report persistent loiterers, suspicious individuals and packages, etc. to Public Safety Officers and Residence Life Staff immediately.

Campus Mail and Banking Service Offices:

Campus Mail:

- Residential students receive their mail at the Student Center Mail Service, located in Quad Commons. **All information regarding residence life will be sent to your SUMS Box.** Incoming mail should be addressed as follows:

Your Name
Your SUMS Box Number
University of Detroit Mercy
4001 W. McNichols Road
Detroit, MI 48221-3038

Check Cashing:

- Residents may cash personal checks (up to \$50) at the Student Accounting Office. Identification is necessary, your campus telephone number and room number must be on the check and there is small check cashing fee.

Chase Bank ATM:

- The Chase Bank ATM is located on the first floor of the Student Center. The ATM accepts most bank cards.

University Ministry in the Residence Halls

- Several campus ministry staff and Jesuits reside and work in the residence halls. This unique experience provides residential students an opportunity to interact with the staff and Jesuits in the residence halls. Additionally, the staff and Jesuits help students address their spiritual and personal needs and concerns, organize liturgies for Mass in the Young Martyr's Chapel, and organize group activities that help students integrate spirituality into their academic, social, and personal lives.
- For additional information on Worship times, locations, and other activities and events go to University Ministry's website or call:
 - <http://www.udmercy.edu/ministry/index.htm>
 - 313.993.1560

University Ministry Staff in the Residence Halls:

- Sr. Beth Finster, Shiple Hall, Sixth Floor
- Fr. Raphael Shen, S. J., Jesuit in Residence, West Quad, Second Floor

The Young Martyrs' Chapel:

- The Young Martyrs Chapel is located in Shiple Hall. It is named in honor of the young men and women of all faiths who have stood up against oppression around the world, and paid the ultimate price. The Chapel is intended to be a multi-denominational gathering space, and is also available for quiet private reflection.

The Residence Halls:

There are 6 residence halls on the McNichols campus.

Holden Hall:

- The oldest residence hall on campus, Holden can accommodate 140 students on three floors. It is a traditional style residence hall with community bathrooms and double rooms off a common corridor. The main lounge is the focal point of life in Holden. Located off of the main entrance, it features a hardwood floor, fireplace, comfortable furniture, and a wide screen television. It is a common site for many of Holden's Hall activities, and a great hangout space. Located on the ground floor are the kitchen, dining, laundry, and game rooms.

Quadrangle Complex (Quads):

- Constructed in the late 1960's, the Quads can house about 440 upper-class students. The complex consists of four 4-story residence halls surrounding a single Commons building. The buildings are connected at the basement level to the Quads Commons building. The Quads offer suite arrangements, where two double rooms share a single bathroom. The rooms in the Quads are carpeted and air-conditioned.

Shiple Hall:

- Home of the First Year Experience program. Constructed in the late 1950's, the building can accommodate approximately 360 students. Shiple is a seven-story traditional style residence hall, with men and women occupying the top six floors. The residence floors in Shiple have community bathrooms with double rooms off a common corridor. Each floor also has a social lounge with comfortable furniture and a television, plus a smaller study lounge with the study tables and chairs. The building's main floor is attractively furnished, and provides a gathering space for Shiple residents and their guests. There is a game room on the ground floor, equipped with pool tables, ping-pong tables, foosball tables, and other furnishings. It is a site for many large scale Shiple Hall and Residence Life Office sponsored activities. The Office of Residence Life is located on the first floor of Shiple Hall.

Special Interest Housing:

Peace and Justice Floor (4 West)

- Supported by the ORL and University Ministry, the Peace and Justice Floor was established for students to live in community and fellowship with one another to deepen their spiritual lives through faith and community. Interested students must contact either University Ministry or ORL to apply for this program.

First Year Experience (FYE—Shiple Hall)

- The FYE program is located in Shiple Hall and is exclusively for first year students. The program provides specific services, activities and programs that help new students' successful transition to UDM.

Women in Science & Engineering (WISE)

- The WISE program provides first year female residents enrolled in engineering, science, architecture, health professions and mathematics a living-learning environment intent on improving their academic performance through programs, mentoring opportunities, tutoring and extensive opportunities for out-of-classroom interchange with female faculty in those disciplines are offered.

Honors: First Year and Upperclass

- The Honors floor is designed for students in the UDM Honors program. Students involved in this program have direct contact with faculty in the Honors program and participate in community service projects.

Intensified Study

- The Intensified Study floor is designed for the students who desire a 24-hour quiet environment for studying. Students living on this floor sign a community living agreement to maintain cohesive learning surroundings at the beginning of the academic year.

Services in the Residence Halls

The Residential Connection (Res. Connection):

- Res. Connection is the central reception desk for the residential community and provides students with:
 - **Residence Hall Directory Assistance: Callers will be connected to the resident , no numbers will be shared.**
 - Vacuums, brooms and other cleaning equipment/supplies
 - Toilet paper for Quad residents
 - Sports & games equipment
 - Space reservations (Quad Commons Theatre, Shiple Volleyball Court, all other spaces must be reserved with the building Resident Director)
 - Menus for local restaurants and a variety of other information.

Residence Hall Amenities:**Games Rooms and Main Lounges:**

- All residential spaces are available for the primary use by residents of the building and the Office of Residence Life. Non-residents may reserve residential space if they are acting on the behalf of a registered UDM student organization. Reservations are taken at the Res. Connection and/or through the Resident Director.

Game Rooms:

- Shiple and Holden have a Games room located on the Ground floor. They are equipped with pool and foosball tables. A valid UDM student ID must be provided to use game room equipment.

Quad Commons Theater (QCT):

- Located on the ground floor of Quad Commons, the Theater is equipped with a wide screen TV with surround sound. The space is ideal for viewing movies, holding meetings, or other social events.

Holden Main Lounge (HML):

- The Holden Hall main lounge has a wide screen TV, a fireplace and large conference table. It is a multifunction-space used for meetings, social events and studying.

Shiple Volleyball Court (SVC):

- Located between West Quad and Shiple Hall is a full-sized sand volleyball court. Contact Res. Connection to reserve the Volleyball Court.

Rooms Include:

- A bunked beds, bed boards or rails and 2 mattress
- A closet (per person) and/or a chest of drawers
- A desk with a study lamp and a shelf per person

At the end of the academic year rooms must be in move-in condition.

- beds bunked properly
- floors swept
- all personal belongings removed
- trash taken to dumpsters

Charges will be assessed to each occupant if the above is not completed.

2009–2010 ORL Resident Advisors

Holden Hall:

EHIMEN AISABORHALE

VIVIAN HONG TBA

EARNEST CLEARLY

SONJA OLMEDA

GAVIN AMBROSI: COMMUNITY COORDINATOR

Quad Hall Complex:

TIFFANY TURRENTINE TREVOR TOMLINSON

CHANTEL HENRY THOMAS WAKERLEY

EDDY QUEZADA BETHEL TIBEBU

JOE TERLESKY

CHIARA KIRKLAND: COMMUNITY COORDINATOR

Shiple Hall:

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