

June 2011

MEMO TO: Students in College housing for the summer
Other Williams students in town for the summer

FROM: Bea Miles, Associate Director for Custodial Services
Douglas Schiazza, Director of Campus Life
Mary Kate Shea, Director of Conferences and Events
David Boyer, Director of Campus Safety

Summer housing finally begins!

We are writing to remind you that summer students enter into a different and much more limited arrangement with the College than the one that holds during the academic year. Most faculty and staff use this time to prepare for the next year. Some are very busy with conference participants. Some offices are not open at all during the summer.

As a result, during the summer the College cannot offer many services provided in the academic year. For example, the Health Center is not open; the Lasell/Chandler Athletic Complex, Sawyer Library, The Center for Computing will have limited hours; the Bernhard Music Center practice rooms may not be available; Campus Safety and Security will not offer any off-campus transportation for medical appointments or treatment.

In order to accommodate the 600-700 guests (conferences, students, campers) on campus each week, the College is unable to give students access to all of the buildings, parking, and dining halls that they enjoy during the academic year.

Please refer to the following for specific information concerning summer at Williams. Please also refer to the 2010 – 2011 edition of the Student Handbook, which contains additional information on College policies and regulations. Copies of the Handbook are available through the Dean's Office or on the Registrar's Office website at <http://web.williams.edu/Registrar/handbook/>. In particular, please note that students may have guests for a maximum of three (3) consecutive days only, as outlined on page 148 of the Student Handbook. Students are responsible for the behavior of their guests. Students hosting a guest must go to the Office of Campus Safety and Security and obtain a guest access card.

(1) **Card Access**

Card readers for Currier, Gladden, Morgan, and Poker Flats offer admittance to all summer student housing residents. Conferences and theatre festival participants will not have access to these dorms.

(2) **Dormitories:**

Currier, Gladden, Morgan, and Poker Flats are reserved for summer housing for Williams students and officially open Monday, June 13 at 2:00 p.m. Keys will be available in the student's SU Box on the day they are authorized to move into their summer room. Regular custodial and maintenance service is provided through the summer. Service requests should be directed to the Facilities Office at x2486. Requests for replacing lost keys may be made at the Facilities Services Office. (Your lock or code will be changed and your student account will be charged \$25 for lost keys or \$75 for keys not returned at the end of the summer.)

Students must vacate Currier, Gladden, Morgan, and Poker Flats by 5:00 p.m. on Saturday, August 20. You'll receive notice from the Facilities Services Office in early August to remind you of the date. Student housing for the fall will open September 1, 2011.

Each student is responsible for any damage to his or her room that occurs during the summer, as well as for missing or damaged furniture. There is a \$200 charge per room for failing to properly clean your room. For common rooms, there is a \$200 charge for failing to properly clean which will be equally distributed among the number of residents.

(3) **Vehicles**

All students living on campus for the summer must go to CSS to register their vehicles for summer parking. A summer decal will be issued. There is no registration fee for summer parking. Vehicles must be registered and decals displayed by Monday, June 13, 2011. The Mission Park Dirt Lot is the designated area for summer student parking. All spaces in the Parking Garage are reserved for the Williamstown Theatre Festival attendees. Please remember that if you do park in other lots, on the grass, in handicap, fire lane or in faculty/staff parking spaces, you run the risk of being ticketed. Tickets are a minimum of \$50.00 and can be as high as \$201.00 depending on the violation.

(4) **Meals**

Meals for summer students will be at Paresky/Whitman's. The Paresky Center will be open daily from 7:00 a.m. – 10:00 p.m. Whitman's will be open for breakfast from 7:30 a.m. – 10:00 a.m., lunch from 11:30 p.m. – 1:30 p.m., dinner from 5:00 p.m. – 7:30 p.m., and Sunday brunch from 11:00 a.m. – 1:00 p.m. The Lee Snack Bar will also be open Monday through Friday from 8:00 a.m. – 3:30 p.m.

Cookouts with hamburgers and hot dogs, salad, etc., are available with 72-hour notice to Dining Services as long as you supply the names and ID numbers of the students participating and the exact number (minimum 20) to the personnel in Dining Services (open in Droppers House Monday-Friday, between 8:30 a.m. and 4:30 p.m.). You do all the cooking (charcoal is not provided), and you are responsible for the clean up. The charge is \$6.85/person, the same as during the academic year; Dining Services must be paid before you pick up the food and supplies.

(5) **Parties:**

During the summer months, the College cannot make space available for large student parties. The Facilities department is not able to provide any equipment (i.e., tables, chairs, etc.) or services (i.e., electrical) for parties held by students during the summer. Campus Life will not register parties.

Student hosts may hold only small parties (20 people or less.) Bulk alcohol (kegs and beer balls) or the alcohol equivalent to a ¼ keg is NOT PERMITTED in summer housing. Equivalent to a ¼ keg are (80) 12-ounce servings of beer or 12 liters of wine. Remember, hard alcohol is illegal and has been banned from student gatherings/parties.

Williams College expects students who remain in residence during the summer to observe the law of the Commonwealth of Massachusetts which prohibits the purchase and consumption of alcoholic beverages by persons under 21 years of age.

Williams College does not serve or make available any alcoholic beverages at student parties, nor does the College conduct, host or supervise parties at which such beverages are served.

Student hosts are responsible for any damages, for cleanup after a party, and for the actions of their guests. The Commonwealth of Massachusetts has a host liability law. A student host may be held liable for the injuries suffered by a guest or third party injured by a guest if the host knew, or

should have known, that his or her guest was drunk and permitted the guest to drink alcoholic beverages at a party. If a guest whose drunk driving causes an accident is under 21 years of age, the student host who served the alcohol might be liable to an injured third party even if the guest was not intoxicated when the host served the guest.

Because there are people on campus ranging in age from 9 to 90, we do not have regulations about party hours. However, the Williamstown Police Department may respond to noise complaints. A town ordinance designates midnight as a reasonable ending time for parties. It is expected that all students and conference participants will respect the rights of others and will act responsibly. **STUDENTS ARE AT ALL TIMES RESPONSIBLE FOR THEIR CONDUCT.** When there is a difference of opinion about the interpretation of these rights and responsibilities, you should consult the Office of Campus Safety & Security. If problems occur at night, Security will make final decisions about noise and whether to “shut down” a party. If the party results in excessive and/or late hour noise, Security officers may close down the party, and **STUDENT HOSTS MAY BE SUBJECT TO A FINE OF UP TO \$100 FOR EACH VIOLATION.**

(6) **Interactions with Youth Program Participants:**

There are several youth program participants attending Conferences at Williams (ex. Nike Tennis Camp). In the past, some Williams students have hosted these young people in their dorm rooms, or may have been invited into the youth’s dorm rooms. This is inappropriate and has led to problems. Students are at all times responsible for appropriate conduct.

(7) **Recreation:**

- (a) Summer Athletic Facility Hours
Begin on Tuesday, May 24 and end on the 1st Day of Classes (September)

Chandler & Lasell

Monday – Friday, 6:00 a.m. – 6:00 p.m.
Saturday, Sunday & Holidays – Closed

Lower Lasell Fitness Center

Monday, Wed, and Friday, 6:00 a.m. – 9:00 a.m. & 10:00 a.m. – 6:00 p.m.
Tuesday and Thursday, 6:00 a.m. – 9:00 a.m. & 11:00 a.m. – 6:00 p.m.
Saturday, Sunday & Holidays – Closed

Upper Lasell Fitness Center

Monday – Friday, 6:00 a.m. – 6:00 p.m.
Saturday, Sunday & Holidays – Closed

Muir – Samuelson Pool – (Hours begin Monday after Alumni Reunion Weekend)

Monday – Friday, 11:00 a.m. – 3:00 p.m.
Saturday, Sunday & Holidays – Closed

The Hockey Rink and Field House are reserved for sports camps and are not available for use during the summer. The hours at the outdoor tennis courts are 8:00 a.m. to 8:00 p.m. daily with availability subject to use by the Nike Tennis Camp and Tennis Clinics at Williams.

(b) **Other Campus Facilities**

The Paresky Center will be open daily from 7:00 a.m. – 10:00 p.m.

There is limited access to practice rooms in Bernhard Music Center. Please contact the Music Department for more information.

The summer hours at Sawyer Library are Monday-Friday from 8:00 a.m. to 5:30 p.m.

The Schow Science Library is open Monday-Friday from 8:00 a.m. to 4:30 p.m.

Jesup is open and staffed by OIT Monday-Friday 8:30 a.m. to 5:00 p.m.

(8) **Miscellaneous Information:**

- (a) Medical care is available at the Williamstown Medical Associates and the North Adams Regional hospital; both have 24-hour, 7-day/week answering service at the following numbers:

Williamstown Medical Associates: 458-8182

North Adams Regional Hospital: 663-3701

- (b) Emergency services:

North Adams Hospital Emergency Room: (413) 663-3701

Village Ambulance Service: 9-911

Williamstown Police Dept. (413) 458-5733
Emergency 9-911

Williamstown Fire Dept. (413) 458-8113
Emergency 9-911

Campus Safety and Security x4444 or (413) 597-4444

- (c) Storage: Access to storage during the summer will be limited to cases of emergency, so be sure you have everything you need to get through the summer. Emergency requests should be directed to Custodial Services at x2293.

- (d) No one on campus, (including conferees), is allowed to have cooking appliances, candles or air conditioners in dorm rooms. There is no smoking allowed in any College building or vehicle. All policies in the Williams student handbook pertaining to electrical appliances, fire safety, and smoking continue to apply during the summer.

We hope this memo has addressed your concerns and questions about Williams in the summer. If there are other issues we should discuss, please get in touch with one of us.

cc: Bobbi Senecal