Completion day for Vista is almost upon us. We are excited for the new hall! However, there are some items that are still being worked on. There are some things we also want to share with you! With that in mind, S.H.A.R.E. will be putting out periodic updates to keep you informed and updated as to where things are at. This is the first of these updates - Enjoy!

**Move-In Days**
Move in Day for New Students is Aug. 22. Move in Day for Continuing Students is Aug. 26

**Tours**
Tours of Vista are not being offered at this time. We are working with the construction team to finalize the building. The housing team is also working on finalizing building prep for move-in. As you can imagine, this is leaving little time for much of anything else. Building Tours will be made available to the community after the first week of school. We apologize in advance and thank you for your patience.

**Working out the Bugs**
Vista is a brand new building with great amenities. A great deal of thought has gone into the building. That said, the “bugs” are still being worked out. Given the size and complexity of the building, it is possible that something may not be working correctly right away and/or perhaps something was missed. If something is amiss in your room, please let us know by filling out a work order on-line as soon as possible. Online work orders are available at:

http://sites.laverne.edu/housing/maintenance-request-form/

During the first few months, we will also be getting to know the building and how it responds to people living in it. The goal is to maximize the resident experience (as much as possible). As this happens, some processes and policies may change. We will always look to inform you as this happens. We thank you in advance for your patience as we go through this adventure together.

**Work Still Being Done**

**Mail**
Individual mailboxes for residents are in the process of being installed. However we have been informed they will not be complete until mid September. Once complete, we will reach out to each Vista resident and provide them with a mailbox and a mailbox key. In the meantime, Vista residents will be able to pick up mail from the Mail Services office.

Mailboxes will be located near the southwest entrance of the building’s first floor.
Thermostats
Two thermostats are present in each suite. They are located in the double rooms. Each thermostat controls air for their respective side. Thermostats are set to 74 degrees. Residents will be able to change temperature 2 degrees up or down.

Thermostats are in the process of being programmed to do this accordingly. Once this is complete residents will be informed.

Door Bell Power Covers in Double Rooms
There is a doorbell mechanism in one of the double rooms in each suite. We are working with the construction team to put covers on the mechanism.

Trouble with Exterior Door
The exterior door facing the quad by the elevator and main lounge is malfunctioning. We are working with the vendors to get it fixed as soon as possible. We apologize for any inconvenience it may cause.

Amenities & Policies

Office Hours of Operation
The Vista Office will be staffed from 8am – 10pm Monday – Friday. Saturday and Sunday from 2pm – 10pm. Students needing assistance are encouraged to call x4868 during business hours. A Campus Safety Officer will be stationed in the office after hours 10pm until morning. The CSO is there for safety purposes and will not be able to answer community questions or assist with basic needs. The office in Vista will be set up to provide basic services. Any administrative services will still need to be handled at the Main Housing Office located in Oaks B Bottom

Bathroom Cleaning and Paper Supplies
Residents are responsible for cleaning and stocking their bathrooms with appropriate supplies. A complimentary roll of toilet paper has been provided to help residents get adjusted.

Periodic health and safety inspections will be done for the purpose of checking bathroom cleanliness. Residents not cleaning their bathrooms will be asked to clean and/or be charged a fine for not cleaning bathrooms. Advanced notice will always be given prior to a health and safety checks.

Main Lounge
Students will be able to use their key chads (keys to building) to access the first floor lounge. The lounge is equipped with a stove, microwave, small fridge and TV. Students are welcome to use any of the amenities in the main lounge area.

Students will not be able to set up gaming equipment, DVD/blue ray, etc. to main lounge TV. Remote for TV in main lounge will be kept with front desk. Students will be able to ask desk attendant to change channels on the TV.

Students should not prop doors to the lounge area.

TVs & Cable
Every suite has been equipped with a TV & remote in the living room area. Each TV has a Time Warner Basic Cable “Broadcast/Basic Services” connection. Students wishing additional cable service will be
able to contact Time Warner at (866) 550-3211. Students will be responsible for all additional services and equipment.

No additional TV / cable feed set is available in the suite. Students in suites are responsible for ensuring the remote is in working condition at the end of the year.

Corner Lounges
2nd, 3rd, and 4th floors have corner lounges that have additional TVs. Students are welcome to use these TVs. No remotes will be available for TVs in corner lounges. Students wishing to do so can hook up DVD/Blue Ray players or gaming equipment on these TVs. Students should not leave this equipment unattended.

Guests and Building Entry
Entry into the building is restricted to residents of Vista. Guests must be met at the entrance of building by hosts and escorted in and out of the hall. Residents should not prop doors or allow “strangers” to enter the hall.

Study Rooms
Study Rooms are located in every floor. They are open access to all residents. Basic guidelines for study rooms are a) use of study room/cubicle is first come / first serve (no reservations at this time); b) residents must be mindful to be respectful of each other whenever in rooms; c) Quiet Hours in study rooms are 24/7.

A dry erase wall is available in 2nd and 4th floor study rooms. Residents must be mindful to only use dry erase markers and only on the designated dry erase wall.

Vending Machines
Three vending machines will be available through the building in designated laundry rooms. Specific locations are TBA.

Restricted Access Areas
Access to the 2nd floor fire department walkway is prohibited. Access to roof panels is prohibited. Residents attempting to access or storing items in these areas will be in violation of policy and are subject to removal from housing.

BBQ Grills
Use of the Grills will be reserved for Vista Residents. To use grills, residents will need to borrow a grill key from the front desk. Grills are propane – care should be given not to place charcoal or coal in grills. Residents will be responsible for cleaning the grill after use. Full policies for grill equipment will not be available until the 2nd week of school.

Public Furniture
Public furniture in public spaces must remain in the designated area. Students are not allowed to move furniture into individual rooms. Students may move furniture around in respected area; however care should be given to always move furniture back to the original location after they are done.
Mounting on Wall / Doors
Students are encouraged to decorate their rooms and doors. Care should be given not to damage walls or doors. Students are encouraged to use tape or materials that do not puncture or tear paint off (i.e. command strips, poster putty).

Microwaves/ Open heating elements
Microwaves are available in every laundry room and in the Main Lounge. Microwaves are not allowed in resident suites. Any open heating element is not allowed in resident suites.

Public Display or Public View
Residents are not allowed to display market or post any materials on windows. This includes but is not limited to marketing of events, promotion of organizations. Residents should also give care to ensure that materials are not in “public display” or “public view” (i.e. visible from outside). This includes but is not limited items related to alcohol or drugs.

Trash Chutes
Trash Chutes are located in 2nd, 3rd and 4th floors. To operate a) push green button/ light, b) open hatch, c) place trash in hatch opening d) allow hatch to close by itself. Trash items larger than hatch opening should be taken to the first floor trash chutes. If the red light is on, the trash chutes is not available for use.

Phone Numbers
The Vista office number is x4868.
The Vista RA Duty number is (900) 973-4736.

Did We Miss Anything?
Likely yes! That said, please know we will keep you updated as best we can. As we get to know the building please feel free to give suggestions/feedback, ask questions.

Here’s to a great Year!!!

Student Housing and Residential Education