

## **General Conference Information**

**Location** UCSC is located at the north end of Monterey Bay, seventy-five miles south of San Francisco, and thirty miles from San Jose. The campus occupies approximately 2000 acres on a hill overlooking the Monterey Bay and the city of Santa Cruz, and features ten colleges, each with its own characteristics and academic core courses.

See <http://maps.ucsc.edu> (Campus Directions) for maps and directions.

**Weather** Santa Cruz summer weather is usually mild with temperatures ranging from 60-80°F during the daytime to 55-60°F at night. Morning and evening fog can keep temperatures cool so a jacket or heavy sweater is recommended. Rainfall occurs between November and April although June showers and heavy rain-like fog are not unknown.

**Accommodations** Adult conferences are housed in student apartments, with a maximum of 4-6 persons to an apartment. Shared accommodations include a bathroom (some areas have two bathrooms), kitchen, dining area and living room. Bed, bath linens, & pillows and a bedside lamp are provided.

**Telephone** There are no telephone connections in residential spaces with the exception of handicapped accessible rooms/apartments. There are campus phones in each res hall and periodically in the apartment areas. Long distance calls require a credit card or phone card (phone cards are not available for purchase on campus). Some, but not all, cellular telephones function on the campus. Please check with your carrier to verify coverage. White or black courtesy phones are located throughout the college areas providing free campus-only calls (459- and 502- numbers). In addition there are several "blue light" phones at various locations for emergency calls directed to campus police (<http://emergency.ucsc.edu/bluelight>).

**Internet** There is a complimentary ethernet connection in the bedrooms of both apartments and res halls. Please visit the UCSC website prior to arrival for configuration information (<http://www2.ucsc.edu/resnet>). Wireless access is available in res halls; ethernet only in apartments (remember to bring an ethernet cord). The Conference Offices (West, East, and Central offices) also offer complimentary limited email access for conference guests.

**Laundry** Laundry machines are located in alternate resident halls and each apartment complex. Please inquire in your Conference Office as to location and operation. Most laundry machines operate with an access card that is available from the Conference Office. Cards cost \$5.00 and can be loaded with cash or credit card.

### **What to Bring**

- Comfortable walking shoes – the natural setting of the campus includes both flat and steep areas.
- Warm clothes – even in summer when temperatures can climb into the 80s, nights and early mornings can be foggy and chilly. A light jacket or warm sweater is recommended.
- Bathrobe – All bathrooms are shared.
- Bed linens or sleeping bags, pillows and towels for youth and sports groups.
- Alarm clock.
- Stamps, phone cards, Ethernet cords for apartment residences
- Travel light - luggage assistance is not available and living quarters are accessible by stair only.

**Parking** All vehicles parked on campus require a parking permit at all times. A Conference parking permit is provided at check-in for most participants housed on campus. Parking is limited to those lots designated as CONFERENCE PARKING at the lot entrance. Conference permits

are valid in any *unmarked* space within the CONFERENCE PARKING lot. Daily commuters may purchase permits at the Conference Office with cash or check or at the main campus entrance kiosk (one day permits only at the entrance kiosk). Please contact your conference coordinator for specific information on parking for your conference. Parking citations issued by campus police are municipal tickets and are the responsibility of the conference guest. Participants with handicapped placards or license plate may park in handicapped spots and meters if accompanied by a conference permit.

**Check-in** Groups check in to campus during a pre-determined period of time. At check-in guests sign a housing roster, obtain room keys, meal cards or wristbands, and parking permits as well as maps and other registration information. Special arrangements must be made for those guests unable to arrive within the two-hour period.

Guests arriving after 8:00 pm will be stopped upon entering the campus by kiosk attendants. Guests should request the attendant to call the Community Safety Officer at their conference college to will meet them and let them into their assigned apartments. Guests must officially check in at the conference office at 7:00 am the next day to sign in, receive keys, meal cards & parking permits. The kiosk closes at 4:00 am; CSOs will not be available for assistance after 2:45 am.

**Check-out** All guests are required to individually sign a check-out roster and return keys, meal cards, and laundry cards prior to leaving the campus, either at a designated remote site or the assigned Conference Office, by 1:00 PM. Keys and cards not returned at check-out will be charged to the conference. Lost keys are charged at \$75.00/key, meal cards at \$10.00/card, laundry cards at \$5.00/card. Special arrangements should be made for those participants departing before 7:00 AM. Conference Services does not pro-rate late arrivals or early departures.

**Smoking** The State of California has mandated that smoking is not allowed in state-owned buildings and public areas. This policy applies to all individuals on the UCSC campus and includes all buildings. Participants may smoke outside but must be at least twenty-five feet from buildings, doorways, windows, and ventilation air intakes.

**Alcohol** No alcohol is allowed in public areas on the UCSC campus. Adult conferees (21 and over) may enjoy alcohol in the privacy of their apartments. Alcohol is also permitted in specifically designated, enclosed reception areas with a signed alcohol permit. Permits allow alcohol consumption for a four-hour maximum period and must be accompanied by substantial snack foods. A separate permit is required for each occasion when alcohol is served. No one under 21 may be served alcohol at any time.

**Mail** Mail, including small packages, may be sent to a campus Conference Services office no earlier than five (5) days prior to your conference addressed as follows:

**Participant Name**

**Conference Name**

**Conference Office (Central CO, West CO, East CO or JHU CO)**

**1156 High Street**

**Santa Cruz, CA 95064**

Please note: shipping arrangements for conference materials must be made in advance with the conference coordinator. Campus offices are unable to store or distribute conference materials.

Long term participants may select a temporary

Change of Address that will expire in six months.

**Medical Services** Dominican Hospital is located at 1555 Soquel Drive, Santa Cruz, 831-462-7700, 462-7710 emergencies. Santa Cruz Medical Urgent Care is located at 1203 Mission Street, Santa Cruz, 831-458-6310. There is no urgent medical service available on campus and no fee services for conferences. UCSC maintains police and fire departments, which can respond to

most emergencies on a 24-hour basis. For emergencies, please dial 911.

**Campus Safety and Security** UC Santa Cruz maintains a full time police and fire department on campus, which can respond to most emergencies on a 24-hour basis. In an emergency please call 911.

Only those with campus business are allowed on campus after 8:00 pm. Kiosk attendants at both campus entrances will stop all vehicles. If you expect guests after 8:00 pm, please call the kiosk at 831-459-3377 (main entrance) or 459-3388 (west entrance) to give the attendant the participant name and business.

In addition, Community Safety Officers (CSOs) patrol campus, provide safety escorts between locations for guests, ensure building security and assist participants with lockouts after regular conference office hours on a nightly basis, 831-459-2100, 7:15 pm – 2:45 am.

UCSC assumes no responsibility for participant's personal property. We request that expensive items not be left in the dorms, apartments or meeting rooms. Please keep all doors and windows locked at all times and report suspicious behavior to the Conference Office or call University Police.

Illegal drugs, fireworks, explosives, and all weapons are prohibited on the UCSC campus. Alcoholic beverages are permitted in apartments only and are not permitted in any areas occupied by youth programs at any time. Candles and other open flame are not allowed. It is illegal to tamper with fire alarms, smoke alarms, firefighting equipment, elevators, or to damage or vandalize University property in any way. Nothing may be fastened to walls and windows and screens may not be altered. Room configurations may not be altered.

Please do not approach or attempt to feed any wildlife on campus. Dogs and other pets are prohibited. Quiet hours are in effect campus-wide from 10:00 PM – 8:00 AM

### **Conference Offices Daily Hours:**

West CO (College 8, Apt. Building 1, Apt #1101) 502-7000	7:00 am – 8:00 pm	831-
East CO (Cowell College Apt. Building 3, #101) 502-7002	7:00 am – 8:00 pm	831-
Central CO (College 9, Gandhi House (R-2), Apt. #2231)	7-10 am, 11-2, 5-8 pm	831- 502-7004

**Approximate driving times to Santa Cruz:** San Jose Airport: 45 minutes  
San Francisco Airport: 1hr 20 minutes  
Oakland Airport: 1hr 45 minutes

Airport Transportation Information: <http://taps.ucsc.edu/airportshuttles.html>

General Transportation Information: <http://taps.ucsc.edu/airportstravel.html>

Santa Cruz Metro Transit District: <http://www.pdduww.scmttd.com> (use Trip Planner for destination info)

Campus Shuttles: free shuttles operate Monday-Friday from approx. 7:00am until 10:00pm

(please stop by the Conference Office for route information)