

WINTER BREAK NEWSLETTER

As outlined in your license agreement, residents must vacate no later than Friday, December 16, 2022 by 7 p.m. and are permitted to return on Tuesday, January 3, 2022 after 10 a.m. Please note you may leave your belongings in your room during this time, however please plan ahead to take necessary items you will need during your time away.

Residents who do not depart by 7 p.m. on December 16 without an approved Alternative Stay request are subject to a \$150 improper check-out fee in addition to nightly charges for extended occupancy.



NEED TO STAY OVER WINTER BREAK?

Per Section 2 of your license agreement, winter break period, 7 p.m. December 16 through 10 a.m. January 3, is not covered by license fees and will incur an expense of \$30.50/night.

For residents who have a **critical need** to remain on campus for some or all of winter break, an Alternative Stay Request is required and **due no later than November 21, 2022**. Requests received and approved after this date will incur a \$25 key charge. Requests or changes submitted after Friday, December 2, will not be accepted.

ALTERNATIVE STAY INSTRUCTIONS & GUIDELINES

The Winter Break Stay Request can be accessed from your student housing portal. Click on your fall booking and select the option most applicable to your need. Complete all portions of the form to submit your request. Communication will be sent to your myCI email.

Throughout your stay, you will be required to adhere to all policies, procedures, terms and conditions as outline in the following documents,

- Student Code of Conduct
- Resident Handbook
- HRE COVID-19 Requirements

- Approved residents are not permitted to grant access into Housing to other residents at any time.
- Return your Alternative Stay key card to the Main Housing & Residential Education (HRE) office **no later than Monday, January 23** during business hours, 9 a.m. - 4 p.m. to avoid a \$25 key charge.

DEPARTURE CHECKLIST

- Ensure all holiday decorations have been removed within 24 hours of the holiday concluding or before you depart for winter break if you do not plan to be on campus within 24 hours of the holiday concluded
- Dispose of all trash and recycling in the dumpsters
- Bring door mats in and remove any outside decorations
- Turn off all lights, fans, heater and A/C (Town Center)
- Close and lock all windows and doors
- Unplug small appliances
- Clean out your fridge, dispose of perishable food and seal any food left in your pantry areas
- Submit a work order for any facility issues
- Take home only items you want over the break
- Leave your mailbox key in your room
- Store your key card in a safe location you won't forget
- Return library books and remember to take all medications and important documents home
- Plan ahead with animals, as applicable, do not leave them behind, **including fish** and clean up after them

IMPORTANT INFO & DATES

- November 8, 2022 Spring 23 classes will be available for viewing
- Title IX Training- please check your CSU Learn to make sure you have completed this to avoid any holds on your account
- Thanksgiving Recess: Thursday, November 24 - Saturday, November 26
- Last Day of formal instruction: December 3
- Finals Week: Monday, December 5 - Saturday, December 10
- Housing Payment Plans must be set up online between Friday, January 6 - Tuesday, January 17
- Spring Housing fees or first installment plan payment due Tuesday, January 17
- Campus closed on Monday, January 16, in observance of Martin Luther King, Jr Day
- Weekday classes begin on Monday January 23, 2022

INCLUDED IN THIS ISSUE:

- Important Info
- Alternative Stay
- Departure Checklist
- COVID-19 Requirements
- Defrosting your Mini-Fridge
- Dining Hours
- Winter Break Projects



THANKSGIVING & WINTER BREAK DINING & OFFICE HOURS

Islands Café

- Closed November 24, 25 and 26 for Thanksgiving Break. Reopens Sunday November 27 at 10 a.m. to 2 p.m. for Brunch and 4 p.m. to 8 p.m. for Dinner.
- Closing at 8 p.m. on Friday, December 16 for Winter Break. Reopens Friday, January 20 at 10:30 a.m. to 8 p.m.

Student Union Building

- Closing Wednesday, November 23 at 3 p.m. for Thanksgiving Break. Reopens Monday, November 28 for regular hours of operation
- Closing Friday, December 16 at 3 p.m. and Reopening on January 23 at 7:30 a.m. for regular hours of operation

Sea Store

- Closing Wednesday, November 23 at 1 p.m. for Thanksgiving Break. Reopens Monday, November 28 for regular hours of operation
- Closing Friday, December 16 at 1 p.m. for Winter Break and Reopening Monday, January 23 for regular hours of operation

JSB (Starbucks)

- Closing Wednesday, November 23 at 12 p.m. for Thanksgiving Break. Reopens Monday, November 28 for regular hours of operation (8 a.m. to 5 p.m.)
- Closing Friday, December 16th at 12 p.m. for Winter Break. Reopens Monday, January 23 for regular hours of operation (8 a.m. to 5 p.m.)

Pizza 3.14

- Closing Wednesday, November 23 at 5 p.m. for Thanksgiving Break. Reopens on Monday, November 28 for regular hours of operation (M-F 10:30 a.m. to 8 p.m.)
- Closing Friday, December 16 at 8 p.m. for Winter Break. Reopens on Monday, January 23 for regular hours of operation (M-F 10:30 a.m. to 8 p.m.)

Tortillas Grill & Cantina- contact to confirm holiday hours:

<https://tortillasgrill.com/>

Mom Wong Kitchen- contact to confirm holiday hours:

<https://momwongkitchen.com/>

Please visit Town Center eateries websites for updated information regarding hours of operation.

OFFICE CLOSURES

November 24-27 Village Offices Closed and reopen November 28.
December 17, 2022- January 2, 2023

January 3 - 18, 2023 Village Offices will be open 10 a.m. - 4 p.m.

YOU
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BREAK



DEFROSTING YOUR MINI-FRIDGE



Attention Santa Cruz Village residents ONLY:

Remember to defrost and unplug your mini-fridge. If you complete these 4 quick steps 24 hours before you depart for Winter Break, you can easily avoid a puddle related disaster or damage charge.

1. Empty! Remove all food, drinks, and ice from the fridge and freezer. Ice can be placed in the bathroom sink to melt down the drain. Take food home with you, or discard in the dumpsters.
2. Unplug! Appliances should be unplugged and this includes the mini-fridge. Once unplugged, your freezer will begin to defrost.
3. Absorb! Place towels inside and around the fridge to collect moisture as frost melts. Replace wet towels with dry ones. Remember to hang your damp towels to dry so that they don't grow mildew.
4. Prop! Air out the fridge by propping the mini-fridge door open over night.

DO NOT PLACE YOUR FRIDGE OUTSIDE IN
THE HALLWAY. THIS IS A FIRE HAZARD.

All residents are responsible for throwing out perishable food and cleaning your unit to decrease the chance of attracting rodents or other pests into your living space. Rooms with food waste pails, ensure pails are emptied and cleaned prior to your departure.

****Please note: DO NOT unplug your fridge and/or stove if you are in Anacapa Village or Town Center****



WINTER BREAK FACILITY PROJECTS

Upcoming Preventative Maintenance for November

- Review of fire safety equipment in all apartments (Anacapa Village) - November 18
- Campus Power Outage - November 21 (not including Town Center and Islands Cafe)

Winter Break projects anticipated to occur

Anacapa Village

- Review of fire safety equipment in all apartments
- Air Filter changes
- Window balance review
- Winter Break Pressure Washing
 - Intermittent work lasting from December 18 to January 15
 - Pressure washing will occur in the AV C building stairwells. Please ensure your windows are closed to avoid water from seeping in your unit while work is being completed.

Santa Cruz Village

- Air Filter Changes

Santa Rosa Village

- Installation of shower door enclosures throughout community restrooms
- Courtyard upgrades

Town Center

- Slurry project in parking lot areas beginning 12/15/2022 - 12/27/2022

All Villages

- State Fire Marshall Inspections

Regular Monthly Maintenance

Building water shut down for preventative maintenance is scheduled to occur throughout Anacapa Village. This will effect water and plumbing in each apartment for a few days over the break period. Notification will be provided to residents participating in Alternative Stay.



**HAPPY
NEW
YEAR!**

FOLLOW CI HOUSING ON SOCIAL MEDIA



WRAP UP FALL AND DONATE TO THE BASIC NEEDS PROGRAM



As you prepare to depart for the break, we welcome your donations of unused/ unopened food and/ or household items to our campus Dolphin Pantry located in Arroyo 114 if there are items you no longer need.

The Dolphin Pantry welcomes donations during our normal operating hours or by appointment at basicneeds@csuci.edu. If you would like to donate food or hygiene items and would like ideas on what to donate, please visit our Wish List. Please note, the Dolphin Pantry does not accept clothing, bedding, or other used textile items.

More donation ideas are included below:

Unused/ Unopened Non-perishable food items:

- Gluten-free items, pancake mix & syrup, honey, box/canned milk (almond, soy, coconut milk), water flavoring mixes, coffee/ tea, juices, snacks: crackers, pretzels, fruit cups/applesauce, dried fruits, granola bars, nuts, cooking oils, spices/seasonings, flour, and baking mixes.

Unused/ Unopened Perishable food items:

- Bread, tortillas, milk, fresh fruits in season (apples, oranges, bananas, avocados, tomatoes, etc.), fresh vegetables in season (carrots, lettuce, peppers, cucumbers, etc.) yogurt, cheese, eggs, butter, meats, chicken, turkey, beef, tuna, lunch meat, and frozen microwavable meals.

Unused/ Unopened Hygiene Supplies:

- Deodorant, mouth wash, toilet paper, tissue, disposable razors, toothbrush/ toothpaste, shampoo/ conditioner, soap, sunscreen, chap stick, and lotion.

Unused/ Unopened Household Products:

- Cleaning supplies, laundry detergent, dish soap, diapers, and sponges.

If you wish to donate used items, you can donate to your local [Good Will](#) or the [Arc of Ventura County](#).

COVID-19 TESTING

Please review all COVID-19 Vaccine Information for Students on the campus website.

COVID-19 Testing for students, faculty, and staff will be held on campus at the Petit Salon, from 9 a.m. to 3 p.m., Monday - Wednesday and 9 a.m. to 12 p.m. Thursday and Friday on the following dates:

- November: 14, 15, 16, 21, 22, 23, 28, 29, 30
- December: 5, 6, 7, 12, 13, 14,

Please report any COVID-19 concerns via the [campus website](#).