



WINTER BREAK NEWSLETTER

As outlined in your license agreement, residents must vacate no later than Friday, December 17, 2021 by 7 PM and are permitted to return on Monday, January 3, 2022 after 10 AM. 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 PM on December 17 without an approved Alternative Stay request are subject to a \$150 improper check-out fee in addition to nightly charges for extended occupancy.

Included in this issue:

- **IMPORTANT INFO**
- **EXTENDED STAY**
- **DEPARTURE CHECKLIST**
- **COVID-19 REQUIREMENTS**
- **DEFROSTING YOUR MINI-FRIDGE**
- **DINING HOURS**
- **WINTER BREAK PROJECTS**

Need to stay over winter break?

For students with a critical need to stay on campus over the break, the deadline to request an Winter Break Request is December 3 at an additional cost of \$30.50/night. Requests received after this date that are approved will be charged a \$25 key fee for late submission.

To submit your request, select the Winter Break Stay Request 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 in its entirety to submit your Alternative Stay request. Communication regarding the status of your request will be sent to your myCI email.

Alternative Stay Instructions & Guidelines

Throughout your stay in student housing, 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](#)

For residents approved for Alternative Stay over the winter break:

- Approved residents are not permitted to grant access into Housing to other residents at any time.
- Return your Extended Stay key card to the Santa Cruz Village Main Housing office no later than Wednesday, January 19 between the business hours of 9 AM and 4 PM to avoid a \$25 key charge.



Your Interim Vice President for Student Affairs, Toni Deboni, and your Housing Facility Dog, Lonnie, wish everyone a wonderful and safe Winter Break.

Departure Checklist

- Dispose of all trash and recycling in the dumpsters
- Bring door mats in and remove any outside decorations
- Turn off all lights , 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 forget your fish!



Winter Break Dining Hours

Islands Café

Closes Nov 24 at 4 PM, reopens Nov 28 at 10 AM

Closes Dec 17 at 8 PM, reopens Jan 21 at 10:30 AM

NOTE: Unused meal swipes will sunset at the term of the fall semester, however flex dollars will carry over from fall to spring semester only.

SUB (Lighthouse & Freudian Sip) and Sea Store

Closes Nov 24 at 3 PM, reopens Nov 29 (SUB: 7 AM, Sea Store: 8 AM)

Closes Dec 17 at 3 PM, reopens Jan 24 at 7 AM

John Spoor Broome Library (Freudian Sip)

Closes Nov 24 at 1 PM, reopens Nov 29 at 8 AM

Closes Dec 17 at 1 PM, reopens Jan 24 at 8 AM

Pizza 3.14

Closes Nov 24 at 8 PM, reopens Nov 29 at 10:30 AM

Closes Dec 17 at 8 PM, reopens Jan 22 at 2 PM

Tortillas

Closes Nov 24 at 8 PM, reopens Nov 28 at 10:30 AM

Closes Dec 17 at 8 PM, reopens on Jan 23 at 10:30 AM

Mom Wong Kitchen

Closes Nov 24 at 9:30 PM, reopens Nov 26 at 11 AM

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

Important Information & Dates

- Thanksgiving Recess: Thursday, November 25 - Saturday, November 27
- Last Day of formal instruction: December 4
- Finals Week: Monday, December 6 - Saturday, December 11
- **Housing Payment Plans must be set up online between Friday, January 8 - Tuesday, January 19**
- Spring Housing fees or first installment plan payment due Tuesday, January 18
- Campus closed on Monday, January 17, in observance of Martin Luther King, Jr Day
- Weekday classes begin on January 24, 2022

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 8 AM to 4 PM on the following dates:

- **November: 15, 16, 17, 22, 23, 29, 30**
- **December: 1, 6, 7, 8, 13, 14, 15**

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

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.

****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

Santa Cruz Village

- Air Filter Changes

All Villages

- State Fire Marshall Inspections
- Winter Break Pressure Washing
 - Intermittent work lasting from December 18 to January 15
 - Pressure washing will occur in the hallways, stairwells, and exterior. Please close all windows and remove all items outside your front door as they may get wet from pressure washing work (e.g. floor mats or low items on your door).

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.



Donate to the Dolphin Food Pantry



As you prepare to depart for the break, we welcome you to donate to our campus Dolphin Pantry 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](#). More ideas are included below:

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 mix.

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.

Hygiene Supplies:

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

Household Products:

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

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