

SUMMER CONFERENCE GUEST GUIDE



Welcome

UNIVERSITY RESIDENCE HALLS AND APARTMENTS





Welcome to University Residence Halls and Apartments

We are home to over 7,000 students during the academic year. We are glad you decided to stay with us. Please let us know if we can be of service to you.

Your first point of contact is the Area Office. Each complex has one as a central information and check-in point. During business hours, the Area Offices have an office manager, professional staff member, and conference hosts that are able to answer questions or solve problems you may have while staying with us. During the evenings, the office is staffed by conference hosts that are at your service whether you stop by or call. After the Area Office has closed, calling the office will immediately put you in touch with one of our staff members; no matter the time of day you can get the help you need.

Governors Area Office

Serving Clinton, Dewey, Lehman, and Roosevelt Halls
Lehman Hall Room 108
(716) 645-2135

Ellicott Area Office

Serving Fargo, Porter, Red Jacket, Richmond, Spaulding, and Wilkeson Quadrangles
Richmond Quad, Building 2, Room 123
(716) 645-2011

South Campus or Main Street Area Office

Serving Clement, Goodyear, MacDonald, Michael, Pritchard, and Schoellkopf Halls
Goodyear Hall, Room 119
(716) 829-3144

Summer Conferences Central Office

Located in our Residential Operations Office
106 Spaulding Quad
(716) 645-2171

Important Contacts at UB

University Police Department, located in Bissell Hall next to Alumni Arena

(716) 645-2222 or 2222 from any campus phone

*From south campus you can dial 645-2222 or 829-2222
This is the same number you would call if you need an ambulance.*

(716) 645-2227 (non-emergency line)

*** Do not dial 911 for on-campus emergencies – the call has to be redirected to University Police.*

Campus Information

(716) 645-2000

Medical Care (Campus/Student Health Services)

(716) 829-3316

Parking & Transportation

(716) 645-3943



Rules and Regulations for Summer Guests

- The University at Buffalo adheres to and expects its guests to follow all Local, State and Federal Laws.
- No tampering with any fire equipment (i.e. fire extinguisher, fire hoses, pull boxes, etc.). This is an arrestable offense.
- Illegal drugs and underage drinking are not permitted on University grounds.
- Sports are not permitted inside of any residential buildings or on the 2nd floor plaza level of the Ellicott Complex.
- Cooking is NOT permitted in guests rooms.
- Only the buildings which are assigned and other specified areas are to be used by your group. All other residential areas are restricted.
- Permission must be granted to use any University space or equipment.
- Courtesy toward others is expected, especially regarding noise.
- All room changes must be done through your group organizer. Group organizers must inform the University Residence Halls & Apartments Hall Director of any and all room changes.
- Immediately report a lost key or swipe card to the Area Office.
- The duplicating of keys is NOT PERMITTED. Additional costs will be incurred if keys are duplicated.
- The University and sponsoring programs reserve the right to enter rooms, without prior notice, for emergency reasons or if you have reported a maintenance problem.
- It is recommended that only small sums of money be kept in rooms. The University assumes NO RESPONSIBILITY for lost or stolen possessions.
- There is no smoking within University buildings including residence halls.
- Only service animals are permitted in the residence halls.



Violation of any of these rules and regulations may lead to removal of guest(s) or group from the residence halls and the University at Buffalo.

Emergencies

When an alarm sounds or you are instructed to do so by University Staff, please leave the building immediately using the stairs. During an alarm, the elevator is not to be used. Do not re-enter the building until granted permission by University Staff even if the alarm stops.

In the event someone is in need of medical attention, please call University Police at (716) 645-2222. DO NOT call 911, as they will have to transfer you to University Police, delaying the arrival of help. Also, please follow up by notifying your Area Office.

If you see a crime taking place, please contact University Police at (716) 645-2222 immediately.

Emergency Telephones

Blue Light Emergency telephones are located throughout the campuses (near parking lots and buildings) for your use in an emergency situation (fire, criminal, medical, or personal). These phones in addition to phones located at main residence hall entries will call University Police directly. Other campus phones are equipped to dial directly to University Police. Use the star key (*), then dial 2222 from either campus.

General Information

Air Conditioning and Fans

Air conditioning is not available in any of our residence hall rooms and guests are prohibited from bringing their own air conditioning units into the residence halls. Fans may be available for rent from your area office.

Damage and Loss of Furnishings

The furnishings of public areas and your room should be left in the same condition as you found them. You or your organization may be billed for any damages or loss of furnishings.

Dress

Due to the fact that both women and men are living and employed in the building, it is suggested that you wear a bathrobe or clothing when traveling from the common bathroom to your room.

Ethernet

On-line connections may be available using your laptop or a campus computer lab. See your event organizer to confirm if these arrangements were made in advance of the conference. These arrangements are made with the UB Information Technology Department, not housing.

Food and Beverage/Deliveries

Pizza and other food delivery persons are not permitted in the corridors. Please meet them at your hall's designated area (main entries) to receive your food delivery.

Houses of Worship

Each area office has a listing of various local houses of worship.

Kitchens

Kitchens are available in all of our residence halls. There is a microwave, stove and sink available for use in every kitchen.

Keys and Swipe Access Cards

A room key and swipe access card are issued to each conference guest. Please carry your room key and swipe access card with you and keep your room locked at all times. If you get locked out of your room, contact your Area Office or conference staff.

Please return both your key and swipe access card to the Area Office when you check out. Failure to return either will result in additional fees.

Laundry Service

Free washing machines and dryers are located in each building. In Governors Complex, they are located in the basements of the red stairwells. In Ellicott, the laundry rooms are located on the first floor. In Goodyear and Clement, the laundry rooms are located on each floor.

Linen Service

As part of the conference fees for adults, linens are provided. This includes two sheets, a blanket, a pillow and pillowcase, one bath, hand, and face towel. Also included are one plastic cup, one bar of soap, shampoo, trash bag, and a box of tissues. Cleaning staff will enter your room and replace linen every seven days.

Youth conference attendees may receive linens if your event planner has made these arrangements. Youth linens include two sheets, a blanket, a pillow and pillowcase, one bath, hand, and face towel. If you are staying longer than 7 days, please see your Area Office for linen exchange times and dates.

Lost and Found

All lost and found items will be held at the Area Office. You may also contact University Police (716-645-2222) to report lost or stolen items.

Refrigeration

A limited number of mini-refrigerators are available for rental. Event planners must order these in advance of a conference. Also, Campus Dining and Shops offers some refrigerator rental.

Repairs

If you notice anything that is not in proper working order, please notify the Area Office.

Staff on Duty

A conference staff member will be on duty each evening to provide assistance. To contact them, call your Area Office.

Television

Televisions may be available in floor or recreation lounges. In addition, there are complimentary cable connections in every room (televisions are not provided).

Vending Machines

A variety of vending machines are located on the first floors of most the residence halls. Contact the Area Office if a machine is not working.

Wake-up Calls

Unfortunately, we are not able to provide wake-up call service for our guests.

Windows/Screens

Screens should not be removed from any residence hall windows. Please do not drop or throw anything from your residence hall window. Contact the Area Office if your window is unable to open.

Mailing Information

Groups staying longer than one week can receive mail in the Area Office. Please address your mail as follows to: Your name c/o your conference group name; followed by the address of your Area Office for your building ...

For Clinton, Dewey, Lehman, and Roosevelt Halls use:

Governors Area Office
108 Lehman Hall
Buffalo, NY 14261

For Fargo, Porter, Red Jacket, Richmond, Spaulding, and Wilkeson Quads use:

Ellicott Area Office
123 Richmond Hall
Buffalo, NY 14261

For Clement, Goodyear, Macdonald, Michael, Pritchard, and Schoellkopf use:

South Campus Area Office
119 Goodyear Hall
Buffalo, NY 14214

Please check with the Area Office for your mail. You must present an I.D. to receive your mail. We are not responsible for lost mail or packages. We suggest not having valuable items mailed to you. We can send out stamped letters. Packages may be sent from our Campus Bookstore that includes a full service U.S. Post Office.

On-Campus Dialing Instructions

Live phone jacks are available in each guest room. You may rent a phone from your area office or bring a touchtone phone to utilize land line phone service in your room. Only local, toll-free (800 or 888) or on-campus calls may be placed on the phone lines in the room. For long distance calls, you must use a phone card that dials a 1-800 number. In addition, pay phones can be found in the lobby areas of each building and throughout campus. Dial the following numbers before dialing the number you are trying to call:

North Campus: 5 + last 4 digits;
South Campus: 8 + last 4 digits;
Off-Campus: 9 + entire number

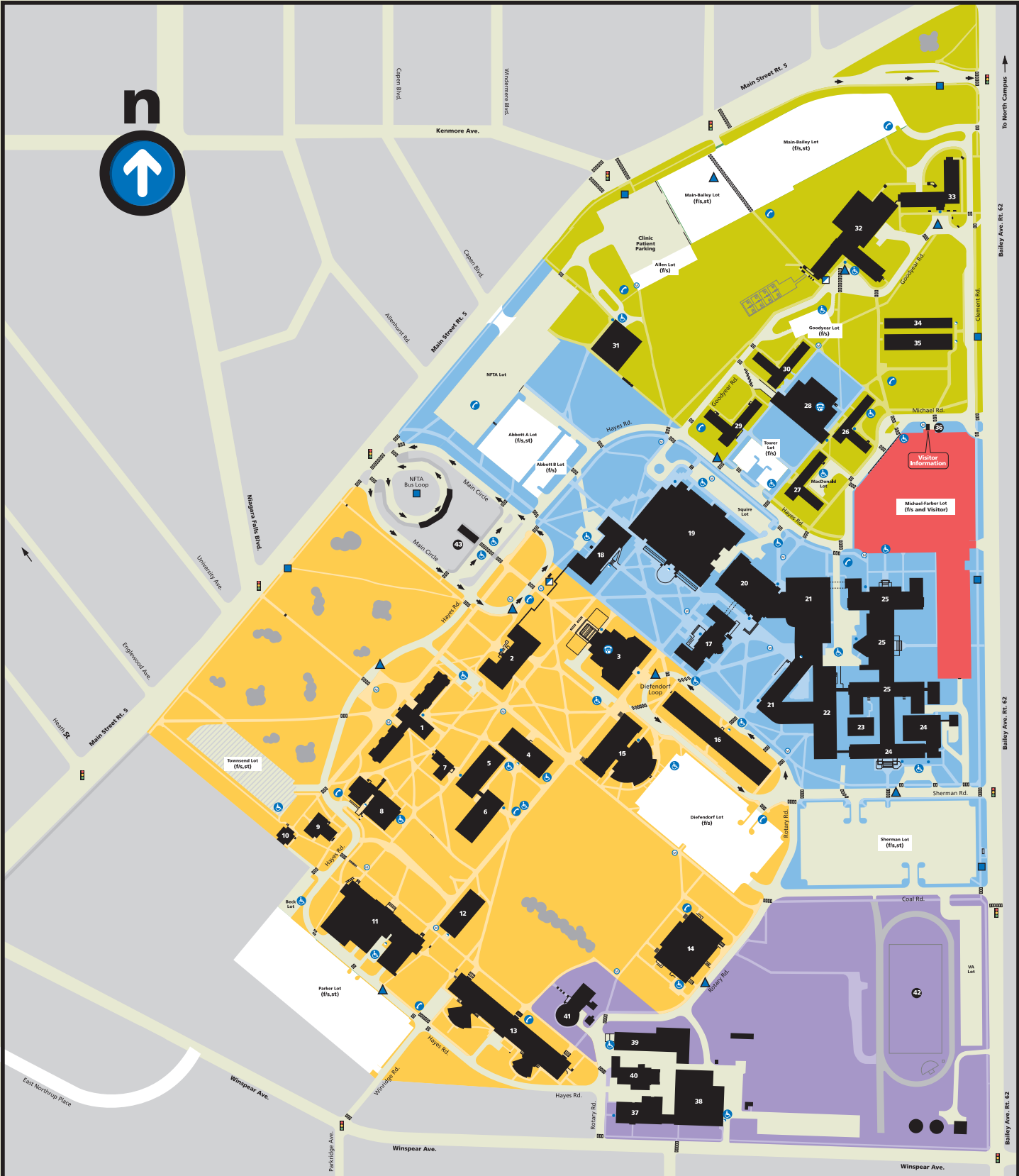





Building Directory


Alfiero Center	15	Commons, The	40	Flint Village	16	Lockwood Memorial Library	10
Alumni Arena	1	Computing Center	32	Fronczak Hall	31	Mathematics Building	33
Baird Hall	8	Cooke Hall	20	Furnas Hall	39	Morris Sports Performance Center	55
Baird Research Park	47	Creekside Village	45	Governors Residence Halls	34	Nan Harvey Field	4
Baker Chilled Water Plant	54	Crofts Hall	50	Lehman Hall	A	Natural Sciences Complex	22
Baldy Hall	11	Dorsheimer Laboratory/Greenhouse	19	Clinton Hall	B	Natural Sciences Lecture Halls	23
Beane Center	51	Ellicott Complex/Residence Halls	44	Dewey Hall	C	Norton Hall	26
Bell Hall	29	Fargo Quadrangle	A	Roosevelt Hall	D	O'Brian Hall	12
Bissell Hall	5	Porter Quadrangle	B	Hadley Village	18	Park Hall	13
Bonner Hall	30	Red Jacket Quadrangle	C	Helm Building	52	Slee Hall	7
Bookstore	41	Richmond Quadrangle	D	HRD Building	49	South Lake Village	43
Campus Mail Center	6	Spaulding Quadrangle	E	Hochstetter Hall	21	Statler Commissary	48
Capen Hall	25	Wilkeson Quadrangle	F	Jacobs Management Center	14	Student Union	28
Center for the Arts	2	Millard Fillmore Academic Center	G	Jarvis Hall	38	Talbert Hall	24
Center for Tomorrow	53	Katharine Cornell Theatre	H	Ketter Hall	36	Trailer Complex	37
Child Care Center	42	Albert P. Sy Lecture Hall	I	Knox Lecture Hall	27	UB Stadium	3
Clemens Hall	9	Flickinger Court	46	Kunz Stadium	17	Visitor Information Center	35

South Campus



Building Directory

Abbott Hall 	3
Acheson Annex	12
Acheson Hall	13
Allen Hall	31
Annex A	34
Annex B	35
Beck Hall	10
Biomedical Education Building	21
Biomedical Research Building	20
Buffalo Materials Research Center	41
Cary Hall	22
Clark Hall	14
Clement Hall	33
Crosby Hall	2
Diefendorf Annex	16

Diefendorf Hall	15
Farber Annex	23
Farber Hall	25
Foster Hall	18
Goodyear Hall	32
Harriman Hall	17
Hayes A	4
Hayes B	5
Hayes C	6
Hayes D	7
Hayes Hall	1
Howe Building	39
Kimball Tower 	28
MacDonald Hall	27
Mackay Heating Plant	40

Michael Hall	26
Parker Hall	11
Pritchard Hall	29
Rapid Transit Station	43
Rotary Field	42
Schoellkopf Hall	30
Service Building	37
Service Center Building	38
Sherman Hall	24
Squire Hall	19
Townsend Hall	9
Visitor Information Center	36
Wende Hall	8

Driving Directions

From North Campus to South Campus

- Take Millersport Highway south (Route 263) to Bailey Avenue (Route 62)
- Turn left on to Bailey and then right on to Michael Road into South Campus

From South Campus to North Campus

- From Bailey Road, proceed over Main Street
- Continue two blocks, bear right (at Blockbuster) onto Grover Cleveland/Millersport Highway (Route 263) North
- Continue approximately 3.5 miles. Bear right onto ramp for “State University Flint Entrance”
- At bottom of ramp, proceed straight onto Audubon Parkway

From South Campus to Niagara Falls Boulevard

- From Bailey Road, turn left onto Main Street
- Pass Tim Horton’s, make a right onto Niagara Falls Boulevard

From South Campus to Maple Road

- From Bailey Road, proceed over Main Street
- Continue approximately 2.0 miles
- Turn right or left onto Maple Road

Parking and Transportation at UB

Parking

For guests arriving on campus with a vehicle, a parking permit is required. This permit will allow you to park in the residence hall lot to which you are assigned. Permits are not needed in most parking lots Monday-Friday after 3:00 p.m. and on the weekends.

Do not park in State or Service parking spots or in Fire Lanes. Handicapped parking is available at each of the complexes to accommodate any needs necessary. The University will not be responsible for parking tickets incurred from inappropriate parking. Parking permits may come from your event planner/organizer or from your Area Office. For some conferences parking permits may not be needed as special arrangements have been made. Please check with your event planner/organizer regarding parking details for your conference.



UB Stampede Bus Service

The University at Buffalo provides on-campus bus service and a shuttle between North and South Campus for its students, faculty and guests. Exact times and schedules for the UB Stampede can be acquired in your Area Office. However, during the summer, the bus between North and South Campus typically runs:

Monday - Friday
7:30 am - 11:30 pm every 30 minutes.

Saturday and Sunday
12:00 pm - 11:00 pm every 1 hour.

Public Transportation

The University does not provide bus service to the City of Buffalo or its suburbs; however the Niagara Frontier Transportation Authority (NFTA) does have the NFTA-Metro service which provides that service. On North Campus there are several NFTA bus stops and South Campus has bus stops and a Metro Rail Station to provide rail service to downtown Buffalo. Exact times and prices vary, please call (716) 855-7300 or visit <http://www.nfta.com/metro/>.

Taxi Services

Airport Taxi Service • (716) 633-8294
Kenmore Cab • (716) 876-3030 or 876-2300
Liberty Cab • (716) 877-7111

Dining and Shopping On-Campus

North Campus

UB Commons

Located across from the Student Union, the UB Commons provides the following retail shopping and dining locations for students, faculty and guests alike:

Subway • (716) 639-0694
Monday - Friday, 11:00 am - 7:00 pm
Saturday - Sunday, 12:00 pm - 5:00 pm

Korean Express • (716) 688-6816
Monday - Friday, 10:00 am - 8:00 pm

Campus Café • (716) 639-7821
Monday - Friday, 9:00 am - 3:00 pm

Burger King • (716) 639-0766
Monday - Friday, 11:00 am - 7:00 pm

Starbucks Coffee • (716) 636-3607
Monday - Friday, 7:00 am - 8:00 pm
Saturday and Sunday, 7:00 am - 7:00 pm

Dairy Queen/Orange Julius • (716) 204-4898
Monday - Friday, 12:00 pm - 4:00 pm

Sbarro's • (716) 204-9709
Monday - Friday, 11:00 am - 6:00 pm

Young Chow • (716) 689-6303
Monday - Friday, 11:00 am - 6:00 pm

CVS Pharmacy • (716) 636-0648

Monday - Friday, 9:00 am - 5:00 pm

UB Micro Computer Store • (716) 645-3554

Monday - Friday, 10:00 am - 5:00 pm

Great Lakes Graphics • (716) 636-8440

Monday - Friday, 8:30 am - 5:00 pm

Rosanne's Hair Salon • (716) 568-0520

Monday - Friday, 11:00 am - 5:30 pm

Watch Worth • (716) 568-9081

Monday - Friday, 11:00 am - 5:00 pm

University Trends Gift Shop • (716) 688-7255

Monday - Friday, 10:00 am - 7:00 pm

Buffalo Gift & Greeks • (716) 688-9743

Monday - Friday, 11:00 am - 4:00 pm

UB Card Office • (716) 645-6344

Monday - Friday, 9:30 am - 4:00 pm

Student Union

Putnam's food court is located on the first floor of the Student Union. Putnam's has a large selection of different meals you can enjoy. The food court includes a sub shop, a bagel shop, pizza, hot-off-the-

grill specialties, tacos, and a weekly special. For all your UB apparel, stop by Campus Tees located in the Student Union lobby which is open 8:30 am - 1:30 pm Monday through Friday.

University Bookstore

The University Bookstore provides not only books, school supplies, computer products and postal services but also sells UB apparel. Located adjacent to the UB Commons, the University Bookstore is open Monday-Thursday 9:00 am - 7:00 pm; Friday 9:00 am - 5:00 pm; Saturday and Sunday 11:00 am - 5:00 pm.

Richmond Dining Hall

Arrangements must be made prior to arrival for conference to use dining hall facilities.

South Campus

Harriman Café

Harriman Café is located in Harriman Hall on South Campus and serves a wide selection of hot entrees, beverages, and made to order sandwiches.

The Café is open Monday - Friday

8:30 am - 1:30 pm

Dining and Shopping Off-Campus

Delivery

Domino's • (716) 837-1080

Pizza Delivery

Sunday - Thursday, 10:00 am - 1:00 am

Friday - Saturday, 10:00 am - 2:00 am

Santora's Phase II • (716) 688-3081

Pizza, Subs and Wraps, Chicken Wings, Pasta Dinners, and Salads.

Sunday, 11:00 am - 11:00 pm

Monday - Thursday, 10:30 am - 12:00 am

Friday - Saturday, 10:30 am - 1:00 am

Food King • (716) 838-6888

Chinese Takeout and Delivery

Sunday - Saturday, 11:00 am - 11:30 pm

A student recommended restaurant listing is available at your area office.

Close to South Campus

Across from the South Campus on Main Street is the University Plaza featuring a supermarket and various restaurants and shops. Heading southwest on Main Street, you will find additional local shops and eateries.

Close to North Campus

Just a short trip down Maple Road and Niagara Falls Boulevard is a plethora of fast food, national chain restaurants, supermarkets, and other retail establishments. On the corner of Maple Road and Niagara Falls Boulevard is the Boulevard Mall with Macy's, Sears, and JC Penney as flagship stores.

As of June 22, 2007, all information including in the guide is correct. Some items are subject to change.



University Residence Halls & Apartments

University at Buffalo • 106 Spaulding Quad • Buffalo, NY 14261-0054 • 716-645-2171 • 866-285-8806 (toll-free) • Fax: 716-645-3968
ub-reshalls@buffalo.edu • ub-apts@buffalo.edu • www.ub-housing.buffalo.edu