UCSC Camper Park

Resident Manual
OUR ESSENTIAL VALUES

OPEN
We believe free exchange of ideas requires mutual respect and consideration for our differences.

CARING
We promote mutual respect, trust, and support to foster bonds that strengthen the community.

JUST
We are committed to due process; respect for individual dignity, and equitable access to resources, recognition, and rewards.

DIVERSE
We embrace diversity in all its forms and we strive for an inclusive community that fosters an open, enlightened, and productive environment.

DISCIPLINED
We seek to advance common goals through reasonable and realistic practices, procedures, and expectations.

PURPOSEFUL
We are a participatory community united by shared commitments, service to society, preservation and advancement of knowledge, and innovative teaching and learning.

CELEBRATIVE
We celebrate the heritage, achievements, and diversity of the community and the uniqueness and contributions of our members.

ucsc.edu/principles
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COVID-19 COMMUNITY UPDATES

Due to the impacts of COVID-19, UCSC has made changes to the maximum capacity of the Camper Park in order to ensure residents’ safety. The Camper Park will have 1 RA, and approximately 18 residents for the foreseeable future. Residents are expected to abide by physical distancing, including not allowing any guests into their trailers at any time, maintaining a physical distance of no less than 6 feet, keeping bathroom and shower doors locked and closed when not in use, and wearing masks at all times when outside of their trailers.
Introduction
Camper Park is a unique housing community on the northwest corner of the UCSC campus, North of Kresge College and Graduate Student Housing. It is similar to campgrounds you find across the country and is comprised of 42 single occupancy trailer units with a community room, kitchen, bathrooms, showers, and shared outdoor picnic space. *Note: reduced occupancy is in effect due to COVID-19.

Camper Park offers an uncommon alternative to residence halls and apartments typically found in the university setting.
UC Santa Cruz provides University-owned trailer units to residents at the Camper Park (see the Camper Park website at [http://housing.ucsc.edu/camperpark/](http://housing.ucsc.edu/camperpark/) for specifics on housing application and costs).

Trailer units are sited on the paved spaces and have an attached redwood deck. At the center of the community are shared facilities for resident use:

- Kitchen with sink, microwave and refrigerator/freezer (no stove)
- Large outdoor gas BBQ Grill
- Picnic tables and chairs
- Washer/Dryer units (credit/debit card operated ONLY)
- Community lounge with WiFi and TV Cable *Note: restrictions in place due to COVID-19
- Bicycle Racks
- Composting, recycle and e-waste disposal stations
- Info Center and Bulletin Boards
- Individual Shower Rooms
- Individual Bathrooms with Sinks
- Goodwill Donation Bin

All individual trailers include:

- Propane and electrical hook-ups
- Grey water tanks for sinks, must be emptied by the resident*
- Integrated full-size bed
- Storage compartment under bed
- Integrated dinette and table
- Kitchen counter
- Small sink
- Propane stove-top**
- Mini-fridge
- Smoke and carbon monoxide detectors
- University provided/approved space heater
- Wireless access point attached to each trailer

*Eight units have access to a sewer line for trailer bathroom and shower use; however, the other 34 units do not have functional bathrooms and instead those residing in them use the communal facilities. Trailers with sewage lines do not have greywater tanks.

**Springdale Trailers include a small propane oven.
Retro vs. Springdale Trailers

There are two types of trailers in the Camper Park, and floorplans of each are depicted below (Retro, orange and blue; Springdale, grey and white). Both trailers have the same basic accommodations, with small mostly aesthetic differences. Please note that although these models depict queen size beds, both trailers are equipped with a Full-sized mattress.

Retro

Springdale
General Policies, Guidelines, and Information

Staff phone numbers for support of Camper Park residents:
• Emergency call 911
• RA On-Call: 5:00pm – 8:00am, Weekends and Holidays 3:00am to 7:00pm, 831-332-9901
• CP/GSH Office: 8:00am – 12:00pm & 1:00pm – 5:00pm, 831-459-5712
• CSO After Hours Support: 7:00pm – 3:00am, 831-459-2100
• CRE/Coord. for Residential Education: 8:00am - 5:00pm, 831-459-4374
• CP Housing Office: 8:00am - 5:00pm, 831-459-3941

<table>
<thead>
<tr>
<th>RA On-Call Phone</th>
<th>5:00 PM-8:00 AM</th>
<th>831-332-9901</th>
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<tr>
<td>Community Safety Officer</td>
<td>7:00 PM- 3:00 AM</td>
<td>831-459-2100</td>
</tr>
<tr>
<td>Maintenance</td>
<td>URGENT Graduate Student Housing Office RA On Call</td>
<td><a href="http://fixit.ucsc.edu">http://fixit.ucsc.edu</a></td>
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<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Location</th>
<th>Telephone/Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>VACANT</td>
<td>Resident Assistant</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Emily Landers</td>
<td>Resident Assistant</td>
<td>Trailer #14</td>
<td><a href="mailto:eplander@ucsc.edu">eplander@ucsc.edu</a></td>
</tr>
<tr>
<td>Kristen Weaver</td>
<td>Coordinator for Residential Education</td>
<td>The Village Office</td>
<td>831-459-4374 <a href="mailto:keweaver@ucsc.edu">keweaver@ucsc.edu</a></td>
</tr>
<tr>
<td>Josh Nicholas</td>
<td>Housing Coordinator Camper Park, The Village, UTC</td>
<td>The Village C1</td>
<td>831-459-3941 <a href="mailto:jnich@ucsc.edu">jnich@ucsc.edu</a></td>
</tr>
<tr>
<td>Angela Perry</td>
<td>Assistant Director, ARCH</td>
<td>Family Student Housing</td>
<td>831-459-5511 <a href="mailto:aperry2@ucsc.edu">aperry2@ucsc.edu</a></td>
</tr>
<tr>
<td>Elissa Sato</td>
<td>Associate Director, ARCH</td>
<td>Family Student Housing</td>
<td>831-459-5827 <a href="mailto:elissa.sato@ucsc.edu">elissa.sato@ucsc.edu</a></td>
</tr>
</tbody>
</table>
The Role of the Residential Life Staff

Resident Assistant
Camper Park has two* Resident Assistants (RAs) living in the community who provide resources, facilitate residential life events and activities, address violations of campus policy and act as community liaisons for Camper Park residents. The RA teams at Camper Park and Graduate Student Housing partner together to perform Community Outreach walks while they are On-Call, and complete walkthroughs of the communities each night to support residents, report health and safety issues and policy violations when observed. Please refer to your Housing Contract and the Student Code of Conduct for additional information.
*Camper Park will have 1 RA while COVID-19 considerations are in place.

The Camper Park Coordinator for Residential Education
The CRE is responsible for all administrative and operational aspects of The Camper Park. This also includes supervision of the residential staff, program development and support, and coordination of the conduct process. The Camper Park CRE will also host regular virtual office hours in the Fall. Feel free to contact them by emailing camperpark@ucsc.edu or keweaver@ucsc.edu.

Camper Park, University Town Center and The Village Housing Coordinator
The Housing Coordinator is responsible for residential assignments for UTC, The Village and Camper Park. This also includes condonation with maintenance and custodial staffs within the buildings and resident’s rooms when responding to FixIt tickets. If you have questions about housing assignments or need assistance with maintenance and custodial related items, please contact them at camperpark@ucsc.edu, or contact them by phone at 831-459-3941.

Assistant Director for ARCH
The Assistant Director for ARCH is responsible for the residential life program at Graduate Student Housing, Family Student Housing, Camper Park, The Village, and University Town Center (UTC) and supervises the Coordinators for Residential Education (CREs).

Associate Director for ARCH Units
The Associate Director is responsible for the housing and residential life program at Family Student Housing, Graduate Student Housing, UTC, The Village and Camper Park, and supervises the Assistant Director and administrative staff.

Community Safety Officers
Community Safety Officers (CSOs) are responsible for ensuring the health and safety of students, staff, and guests during non-business evening hours. CSOs are on call for emergencies from 7:00pm – 3:00am. CSOs conduct walks through each of the residential communities and will sometimes partner with RAs during Community Outreach. CSOs can be reached by calling campus dispatch at 831-459-2100. Dispatch needs to know your location and concern so they can have a CSO call you or send a CSO to assist you.
Alcohol

Alcohol use and consumption is only permitted inside Camper Park trailers in accordance with university policy (if yourself and all permitted guests, when applicable, are 21 or over). Alcohol is not permitted in public spaces around Camper Park, and alcohol cannot be stored in common spaces, such as the fridge in the community room. *Note: guests are not permitted while COVID-19 restrictions are in place.

Alterations

Alteration may not be made to any part of the trailers, nor the site. No external structures or additions may be built on the trailer site.

No decorations are permitted which compromise the exterior of the trailer, such as nails, tacks, adhesives, paints, etc. Adhesives may damage the interior and exterior surfaces of the trailer. Residents will be liable for any damage to the trailer.

BBQ

Personal BBQ grills are not allowed on UCSC campus. Camper Park has a large gas BBQ grill by the community center for resident use.

Cellular & WiFi

The UCSC campus is built within a redwood forest on rolling land causing variable cell phone and WiFi reception. You may check out a WiFi extender for your trailer if needed by contacting your RA or CRE. Improvements were made to the WiFi system in the summer of 2017 and in the summer of 2020. Each unit has an individual wireless access point (WAP) installed to the exterior. Even with these improvements, WiFi signals in The Camper Park are not as robust, reliable or fast, as they are elsewhere on campus. If these attributes are important for you to have throughout your residential experience, Camper Park may not fit your housing needs at this time.

Community Safety Officers / 831-459-2100

CSOs work to support the safety and security of our living environments for all residents. CSOs conduct walkthroughs of Camper Park, assist residents, and document policy violations. They are trained in first aid, CPR and emergency response. CSOs are available every day of the year from 7pm to 3am.

Counseling / 831-459-2628

Counseling and Psychological Services (CAPS) has extensive resources for UCSC students. Please contact CAPS if you or someone you know is in need of their support. You can reach them at the above number or go to https://caps.ucsc.edu/
Decks and Exteriors
Your deck area must be kept free of debris and have nothing blocking emergency egress to or from the trailer unit, nor are you permitted to store anything under your trailer. Only outdoor furniture and plastic storage is allowed outside the trailer. Do not leave garbage, food or recycling outside your trailer as it attracts rodents and pests.

Dispatch / 459-2231 or 911
The UCSC Police Department’s communication center is called Dispatch. Please call Dispatch to report dangerous activity, fire or medical emergency, and emergency maintenance issues that cannot wait until next day business hours. This may include mental health emergencies, unwanted visitors in Camper Park, the smell of propane or natural gas in the area, or fire safety concerns including fire alarms.

Drugs
Possession, use of or involvement with illegal drugs or controlled substances including marijuana and paraphernalia is a violation of UCSC policy and the Student Code of Conduct.

Email
Monitor your UCSC email account regularly for ongoing information and updates.

Emergency and Disaster Information
The UCSC website home page will have announcements and updates on emergency situations in real time. Currently, you can find information regarding the status of the University’s response to COVID-19 here: https://www.ucsc.edu/coronavirus/

Maintenance and Repair Requests
For repair and maintenance, enter a FixIt request online: fixit.ucsc.edu. FixIts should be submitted for communal areas, like bathrooms or the community room.

Fire Safety
Use of fire including candles and incense is prohibited on the UCSC campus. Do not store gasoline or fuel of any kind, including highly flammable liquids such as kerosene. Call Dispatch at 831-459-2231 or 911 with any fire or gas smell concerns. Anytime you hear an alarm, please be sure to evacuate. Trailer fire alarms serve each trailer individually. Therefore, if you see something, say something! The evacuation point for the park is near the entrance of Leonardo Lane, out of the roadway. Please note that each trailer has a battery-operated smoke detector. Tampering with or disabling the smoke detectors is prohibited. If your smoke detector needs servicing, please submit a fixit ticket right away. Similarly, tampering with the carbon monoxide or propane detectors is also prohibited. Alarms sounding from these devices should be reported to emergency dispatch and/or housing staff immediately, and you should evacuate at every instance of alarms being sounded.
Guests

NOTE: Due to concerns presented by the COVID-19 pandemic, no guests are currently allowed in any residential communities on campus, including Camper Park trailers. The following points are regarding guest policies during standard operating occasions.

Visitors and guests are defined as any person(s) visiting a residential community other than their own, regardless of whether they are a UCSC student or not.

- Residents are not allowed to provide housing to visitors for more than three (3) consecutive days without prior written permission from University; and may not provide housing for visitors for more than a total of fifteen (15) days during one academic year period. Visitation for more than three (3) consecutive days (or fifteen (15) days during the one academic year) may result in a $100.00 per day charge to the hosting resident(s).
- Camper Park residents are responsible for accompanying their visitor(s) at all times. The resident is responsible for the behavior of any visitor(s) and is also financially responsible for any damages resulting from the presence of any visitor(s). Residents shall inform visitors of the Camper Park rules.
- Any resident may request a visitor to leave pursuant to University policy.
- Persons who have had their university housing contract canceled or have been evicted from any University housing residence may not stay in residence as a visitor.
- No overnight visitors are permitted to stay in residence from April 19 – April 21, 2021.
- Limitations and/or restrictions on guest visitation may also be implemented during special occasions or events.
- The Community Lounge or other common areas are not to be used for overnight accommodations for visitors.

A guest may not stay overnight in the host’s trailer in the absence of that host. See your housing contract terms and conditions for more details.

Gardens

There are some garden plots throughout Camper Park managed by the RAs and the Camper Park residents. You may work with RAs and CRE to manage the garden plot needs.
Laundry
There is a debit/credit card operated washer and dryer in the kitchen area of the community center. Card only, no coins. The machines also take Apple or Android Pay. If the machine is out of order, please contact the service number listed on the machines. Campus FixIt does not service laundry machines on campus. *Note: while COVID-19 operations are in place, only one person may enter the laundry room/kitchen at a time.

Mail
There are USPS mailboxes on the deck of the community center. You will be issued a mailbox key when you move in to your trailer. Your address is:
Name
(Trailer #) Leonardo Lane
Santa Cruz, CA 95064

Move-Out
Residents are responsible for removing all of their personal belongings from inside and outside of their trailer when they move out. Residents are to leave their trailers clean and without damage upon move-out. Residents may be held financially responsible for damage or repairs necessary to restore the trailer to its condition at the beginning of the tenancy.

Noise
Campus quiet hours are 10:00pm – 8:00am, Sunday through Thursday and 12:00am – 10:00am, Friday and Saturday. Please be aware that noise travels easily in the community. Closing windows and doors and reducing the volume on your music and devices is appreciated. No matter the quiet hours, any noise at any time that disturbs your neighbors is not acceptable and should be eliminated upon request. During Finals Week each quarter, 24-hours Quiet Hours are enforced beginning the Thursday before finals begin until the end of the quarter.

Orientation
Camper Park staff will host several mandatory orientation sessions to ensure all residents know the basics of living in the Park. The Camper Park is a unique community, with unique challenges different from those of traditional student housing. These orientations exist to prepare you for daily life in the park. Please see your RA or CRE for more details and scheduling.

Parking
There is no parking allowed inside Camper Park at any time. Parking spaces in North Perimeter lot are monitored by parking enforcement (TAPS). 20-minute spots are strictly enforced by TAPS and UCPD.
Pets
No pets are allowed at any time on UCSC campus.

Service & Emotional Support Animals
Service and Support animals must be approved by the Disability Resource Center prior to arrival on campus and applicants must also meet with the ARCH Associate Director or designee to review campus guidelines and sign the agreement. Service and Support animals not approved through the Disability Resource Center and notified through the housing office are not allowed on campus and will be addressed through the conduct process.

Smoking
UCSC is a smoke and tobacco free campus. No smoking or vaping of any kind is allowed. See http://tobaccorefree.ucsc.edu for complete information.

Storage
Each trailer site is provided an outdoor storage bin for a resident’s use. Please note these are unsecured storage. We highly encourage the purchase of a sturdy padlock.

Student Conduct
Access the UCSC Dean of Students webpage http://deanofstudents.ucsc.edu for complete information on student conduct and for reporting incidents of bullying, hate and bias. Students in Camper Park will be contacted via the Student Judicial process by Camper Park Administration when a possible code of conduct violation has been reported or observed.

Utilities
Camper park utilities (electrical, water, garbage and limited propane gas) are provided by UCSC. Please note that electrical surges or significant power usage (such as overloading a circuit with multiple appliances at once) can trip the breaker, causing an outage. Please use electricity mindfully.
RA Staff

*Note: Due to COVID, there is currently 1 RA present in the Park.

There are four (4) student staff you will see regularly throughout Camper Park, with two (2) RAs living in the Camper Park and two (2) RAs living at Graduate Student Housing.

Daily Camper Park living

Trailers are not usually intended to be occupied for long periods of time. Therefore, there are certain steps residents should take to maintain the health and cleanliness of their residential trailer.

- Trailers are small spaces and are therefore prone to mildew and mold when improperly ventilated. Avoid allowing your trailers to reach temperatures higher than 72°F in cold weather, as this encourages condensation build-up and a perfect environment for growths to occur. Bundle up instead.
- Use vent in range hood when cooking and crack your kitchen window.
- Promote air circulation. Keep windows cracked or open when weather allows.
- Do not wash clothes in the bathtub or sink. This can add moisture to your trailer.
- Use the communal dryer. Do not dry laundry inside of your trailer.
- Do not let water sit or collect for long periods of time. Wipe condensation from windows, walls, and ceilings with a dry towel.
- Report water leaks, damage or mold ASAP with a FIXIT at https://fixit.sa.ucsc.edu/.
- It is recommended to place a doormat or thick towel at the interior entryway of your trailer. This helps prevent tracking outside debris, mud, and water into your trailer.
- Remove visible mold or mildew from surfaces. Use an environmentally friendly household detergent or a 10% solution of bleach in water for cleaning and disinfecting small areas. Ensure that the surface is dry after cleaning. Larger affected areas should be reported to facilities.

Camper Park basics

- Bring shower shoes and a shower caddy (or something to carry your shower items).
- A warm robe is recommended. Temperatures can drop, and most residents must walk to and from the showers. Bundle up!
- Be prepared to empty your greywater at least once a week or more depending on your water usage.
- This is a small living space. Pack accordingly! Tip: Retros have slightly more cabinet space than Springdales.
- Keep a flashlight handy. Power outages may occur during the year and can last for quite a while.
- If your trailer has sewer hook ups, the black water tank lever (located outside of your trailer) must be kept closed until the tank fills. You must manually release (pull) this lever to empty your tank about once a week, depending on frequency of use.
- If your trailer has sewer hook ups, you will need to use RV specified toilet paper. This paper breaks down in the septic tanks, whereas non-RV toilet paper does not. You can purchase this toilet paper from the RV supply store on Swift Street, or online.

Revised 8/2020