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INSIDE THIS ISSUE:

Residence Services—Contact Us!

Academic Year License Period

Summer Housing, Spring Extension, & Writing Competition Extension Applications

Mercer Residence Refurbishment—Summer 2012

2012-13 Lottery & Room Draw

Summer Housing for Non-NYU Students

Business Centers

Smoking Policy

Fire Safety

- ◆ Fire Drills
- ◆ Fire Procedures

Facilities

- ◆ Annual Carpet Cleaning—D'Agostino Hall

NYU4U

Workshops

- ◆ Operation ID III
- ◆ Free HIV Testing

Resources

- ◆ Wellness Exchange
- ◆ Fitness
- ◆ Relaxation Oasis

Living Green

- ◆ Conserve Energy

Department of Residence Services—Contact Us!

Residential Life/Housing Issue

To inquire about a housing issue, application or assignment query, program, or other residence life issue, please contact us at law.reslife@nyu.edu, call us at extension 86510 (212.998.6510), or stop by the Office of Residential Life, our main office, on the first floor of Mercer.

Facilities Issue

To inquire about a Facilities issue, please reach out to Ken Stenstrom, Facilities Manager, at ks1@nyu.edu, call his office at 86508 (212.998.6508), or stop by the Office of Facilities Services on the mezzanine level of D'Agostino. To submit a service request, go to www.law.nyu.edu/housing and click on the Service Requests link.

Drop-In Hours

Should you have an issue you would like to discuss in person, you can call to make an appointment or simply stop by during the below drop-in hours:

- ◆ Residential Life/Housing Issues: Marguerite Sharkey, Senior Director of Residence Services, will hold drop-in hours in her office in Mercer Residence on Wednesdays from 3-5 PM.
- ◆ Facilities Issues: Ken Stenstrom, Facilities Manager, will hold drop-in hours in Mercer on Tuesdays from 10 AM-12 noon and in D'Agostino on Wednesdays from 10 AM-12 noon

Academic Year License Period

The 2011-12 academic year license period ends on May 19. Please note the following for your calendar and planning:

- ◆ All residents who will be graduating and do not have a confirmed Transition Week assignment or a confirmed extension must check out by 10:00 a.m. on Sunday, May 20, 2012.
- ◆ All residents who will not be graduating and do not have a confirmed Transition Week assignment or a confirmed extension must check out by 12:00 Noon on Saturday, May 19, 2012.

Information about Spring to Summer Transition/Summer Housing and Spring Extensions is available below.

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Summer Housing, Spring Extension & Writing Competition Extension Applications

- ◆ **Summer Housing Application:** Information about Summer Housing is available on our Web site. The application will be available on February 17, 2012.
- ◆ **Writing Competition Housing Extension:** Spring 2012 JD1 residents who have registered for the Writing Competition may apply for a housing extension in order to take part in the writing competition (May 19-June 2, 2012). Applications will be available online in April.
- ◆ **Spring 2012 Extension Requests** (May 19-May 23): Current residents may request to extend their stay beyond the scheduled check-out date of 12 Noon on May 19, 2012 (10 AM on May 20, 2012 for graduating students) and will be charged a nightly fee. Applications will be available in March and will be processed in April.

Mercer Residence Refurbishment—Summer 2012

The following apartments are scheduled to be refurbished this summer: 310, 809, 812, 813, 909, 1004, 1006, 1010, 1012, 1104, 1111, 1213, 1306, 1409, 1411, 1412, 1501, 1505, 1512, 1515, 1605, 1606, 1607, 1612

2012-13 Lottery & Room Draw

Early in the Spring semester, the Office of Residential Life conducts a lottery process for current students in order to determine eligibility for housing (the Lottery) and the order of selection of apartments and apartmentmates (the Room Draw) for the following academic year. We realize the timing means that the Lottery and Room Draw fall soon after you return from Winter Break; however, it is necessary to run this process early in the spring semester to allow adequate time for processing summer housing applications. The following is a summary of the schedule:

- ◆ Applications will be available online on Thursday, January 26.
- ◆ Lottery & Room Draw Applications and Returning Student Housing Applications due by 5 PM on Thursday, February 2.
- ◆ Housing Lottery Results posted February online and in the lobby of Mercer Residence by 5 p.m. on Friday, February 10.
- ◆ Housing Lottery Open House on Monday, February 13.

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- ◆ Room Draw: Tuesday, February 14 & Wednesday, February 15.

Information about the 2012-13 Lottery & Room Draw is available on our Web site.

Summer Housing for Non-NYU Law Students

If a friend or family member is looking for a safe and convenient way to enjoy living in New York, we encourage you to let them know about NYU School of Law's Summer Living in New York (SLNY) program. Summer 2012 accommodations are available from May 27 to August 4, 2012 for periods of four or more consecutive weeks. Information about the program, as well as the application will be available [online](#).

Business Centers

Business Centers are being introduced in Mercer Residence and D'Agostino Hall. Computer Lab B, located on the 7th Floor of Mercer Residence, and the D'Agostino Hall Commons will be outfitted with a machine that will provide free printing, scanning, and local fax services. Also to be located in these areas are shredding bins in which to place confidential documents.

This initiative was a collaborative effort between Residence Services and the Student Bar Association.

Smoking Policy

In order to conform with NYU's Smoke Free Campus policy, which states that "smoking is prohibited at all times on the University campus, including in all of its buildings, residence halls and their grounds, clinics, laboratories, classrooms, private offices, balconies/terraces, plazas, vestibules, loading docks, and on any other campus property, as well as within close proximity to or causing the obstruction of any building entrance, covered walkway or ventilation system," the following changes are effective immediately at Mercer Residence and D'Agostino Hall:

Mercer Residence

Smoking is no longer permitted within the courtyard grounds. Anyone wishing to smoke must be no closer than the Mercer Street sidewalk and must be beyond the courtyard gate.

D'Agostino Hall

Smoking is no longer permitted within the fenced area by the bench. Anyone wishing to smoke must do so on the Third Street sidewalk from a distance that is not in close proximity to

smoke must do so on the Third Street sidewalk from a distance that is not in close proximity to and does not cause the obstruction of the building's covered entrances.

Compliance

The success of this policy depends on the thoughtfulness, consideration, and cooperation of smokers and non-smokers. It is the responsibility of all members of our community to comply with this policy.

As a reminder, smoking is prohibited on the terraces of Mercer Residence and D'Agostino Hall. It is unfortunate that we have received several complaints from residents of the building of people smoking on these terraces.

Facilities

Please be informed that we will enter every apartment in D'Agostino Hall to do the following:

- 1) Steam clean all carpets
- 2) Strip and wax the kitchen floor
- 3) Wipe/clean the kitchen & bathroom vents

The project will begin on Monday, February 6, 2012, on the 15th floor, and we complete an average of 12-15 apartments per day. Residents will be asked to remove all personal belongings from the floor (closets will not be done) as furniture is moved from side to side, and to secure valuables (i.e. don't leave cash or jewelry on your desk). A staff member accompanies the workers at all times, so it is not necessary for you to be home.

Daily notices will be posted near the mezzanine level elevators for you to view our progress and to prepare for the following business day accordingly. Please call the Office of Facilities Services at extension 86508 (212.998.6508) if you have any questions or concerns.

Fire Safety

Fire safety is something that the entire University community takes very seriously. Please be sure to familiarize yourself with the fire procedures of your building. Know the location of all stairwells and exits so that you know how to exit from anywhere in the building and the location of pull stations. Whenever the fire alarm in the building sounds, you must evacuate immediately. If, however, your door is hot to the touch, remain inside, seal the door with wet towels, and contact the Front Desk by phone immediately to report your location.

As you are exiting the building at the sounding of any fire alarm, please knock on apartment doors on your way to the nearest stairwell to help alert fellow residents to the potential danger.

doors on your way to the nearest stairwell to help alert fellow residents to the potential danger. Once you have exited the building, please move away from the building and follow the directions of personnel from Residence Services, NYU Public Safety and the New York Fire Department. You will be permitted to re-enter the building once all danger is gone. If residents must remain out of the building for an extended time, staff members will direct you to an alternate, safe location.

All our residential facilities are located only minutes away from NYFD stations; therefore, trained fire-fighting personnel will respond quickly to any alarm activation. Please do not try to fight a fire yourself; leave this to the experts and remove yourself from danger. The fire alarm in both D'Agostino and Mercer is a coded interior fire alarm system and when activated, alarms sound throughout the building. Alarms are activated by any of the following: hallway smoke detector, heat detector, sprinkler water flow, and pull stations.

Apartment smoke detectors serve as local alarms in your apartment only. If an apartment smoke detector is activated by cooking, please open your apartment windows to air out your apartment. Do not open the door leading to the hallway as this may trigger the building system alarm, thereby initiating FDNY response. When the air has cleared in your apartment, your apartment smoke detector alarm will silence and reset automatically.

In Mercer residence the hallways, laundry rooms, lobby and lobby offices, and basement areas are sprinklered. The following areas in D'Agostino are sprinklered: hallways, laundry room, mezzanine, lobby, basement and sub-basement, the main hallway on the 2nd floor, and the reception area of each department office.

There may be residents who still possess and use halogen lamps despite the fact that they are prohibited in all University residence halls and their inherent threat to fire safety. Halogen lamps have caused many deadly fires. The housing license you signed and, hence, agreed to abide by all its terms, strictly prohibits halogen lamps. Thus, your continued use of halogen lamps serves to jeopardize the life and safety of you and your fellow residents. All halogen lamps discovered by NYU personnel are subject to immediate confiscation and disposal.

Please review NYU's Fire Safety Guidelines located on our Web site. These guidelines were developed in response to a recently re-written New York City building code which mandates that building owners prepare and distribute such a document. This information is also distributed to all Law School residents when they check-in. We also request you review the Fire Safety Information located on your apartment door.

FIRE ALARM NOTICE

IF YOUR APARTMENT SMOKE ALARM ACTIVATES BECAUSE OF BURNED FOOD:

IF YOUR APARTMENT SMOKE ALARM ACTIVATES BECAUSE OF BURNED FOOD:

DO NOT OPEN THE APARTMENT DOOR TO THE HALLWAY AS SMOKE WILL CAUSE A BUILDING-WIDE ALARM AND EVACUATION.

OPEN YOUR BEDROOM DOORS AND WINDOWS, AND FAN THE SMOKE DETECTOR WITH A NEWSPAPER OR OTHER ITEM UNTIL IT STOPS SOUNDING.

A BUILDING STAFF MEMBER WILL BE ALERTED AND RESPOND WHEN YOUR APARTMENT SMOKE DETECTOR IS ACTIVATED.

NYU4U

Upcoming Workshops

Operation ID

Using discreet infrared labels, this initiative tags cell phones, blackberries, laptops, iPods, and other electronic devices, and places owner information and description/model/serial number of the property in a database. This makes it possible to return stolen or lost items to the owner, if recovered.

Tuesday, February 14, 1-4:30 pm, D'Agostino Hall Commons

Sponsored by the Department of Residence Services in conjunction with the [NYU Office of Public Safety](#) and the NYPD 6th Police Precinct.

Free & Confidential HIV Testing

Free HIV Testing and Women's Health Consultations will be offered to all NYU School of Law students. Receive a free HIV test with results in 30 minutes!

Wednesday, February 15, 4:00-6:30 p.m., Mercer Residence
NYU ID Required

Sponsored by the Department of Residence Services in conjunction with the [NYU Student Health Center](#).

Resources & Programs

- ◆ [NYU Wellness Exchange](#): The Wellness Exchange is the constellation of the University's expanded and enhanced programs and services designed to address the overall health and mental health needs of students. Students can access this service through a private hotline, available 24 hours a day, seven days a week, which will put them in touch with professionals
 - ◆ [Fitness](#): It is a well known fact that exercise is good for you physically, and it helps to reduce stress. There are many facilities and resources, both at NYU and in the City, for all students.
 - ◆ [Relaxation Oasis](#): A Mindfulness Initiative of the Wellness Exchange and Counseling & Behavioral Health Services. This initiative was founded on the belief that mindfulness, the simple act of being aware of one's experience in the present moment, can be transformative to the NYU community.
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Living Green

Conserve Energy

Take some small steps and make a big difference in the amount of energy you consume.

Laundry: Use a drying rack instead of a clothes dryer and wait until you have a full load to wash your clothes. **Note that all D'Agostino Hall residents are provided with a clothes line in their bathroom** (In the bathtub—Clothes line is located under the shower head. Pull line to the hook located on the wall at the other end of the tub).

Phantom Loads: Laptop, MP3, and cell phone chargers, TVs, stereos, microwaves, coffee makers, electric toothbrushes, and other electronics continue to draw electricity when they are plugged-in but not in use. Electronic devices draw power even when they are off and can account for up to 10% of energy usage (US EPA). Computers, printers, copiers, and television are some of the worst offenders. Use a power strip and plug your electronic devices into this strip and shut off the strip at the end of the day. Or, when not in use keep these items unplugged.

Flick the Switch: With one simple flick of the switch, you can quickly reduce energy use and greenhouse gas emissions at home and on-campus. Take the time to turn off lights, computers, televisions, and other electronic equipment when not in use.

CFLs: Switch to compact fluorescent lights. CFLs last 8 to 12 times longer than incandescent bulbs and use up to 25% less energy. Be sure to dispose of these properly by placing them in one of the CFL Recycling bins located in the lobby of Mercer Residence or the D'Agostino Hall Commons.

Put Your PC to Sleep: Activate the power management features, which place inactive monitors and computers into a low-power sleep mode, on your personal computer.

Take the Stairs

Blinds & Curtains: In warm weather, keep the blinds and curtains closed during the day to block direct sunlight. In cold weather, keep them open during the day for the sunlight and closed at night for insulation.

Don't Overload Refrigerators: Refrigerators are more efficient when air circulation is not restricted.

Fans: Personal fans should be turned off when you are not in the room. Fans do not cool air, they circulate air, and if you can't feel the fan it is not helping to cool anything.

Light Only the Task At Hand: Concentrate bright light where you need it, rather than lighting an entire room.

[Contact us](#) with any questions you may have!

