



Milwaukee Institute of Art & Design  
2008 Summer Pre-College  
273 East Erie Street Milwaukee, WI 53202  
414-847-3240 [www.miad.edu](http://www.miad.edu) [tnowak@miad.edu](mailto:tnowak@miad.edu)

# RESIDENTIAL LIVING 101

## WELCOME TO THE MIAD RESIDENCE HALL

The summer Pre-College program is run as a mini-college semester, both in terms of course-work and the residential program. Residential participants will experience a condensed semester including residential orientation, educational programs from the RA's, and social programs to have fun and get to know one another. For many of you, this will be your first experience away from home in an intensive art and design community. The commitment to your work and level of maturity you will be expected to demonstrate will challenge you and lead to your growth as an artist and designer, and as a young adult. As members of our residential community in particular, this translates into greater expectations regarding your conduct while at MIAD. Please be sure to become familiar with the included list of rules in this packet prior to your arrival. These expectations are designed to foster a comfortable, harmonious living environment in which you may focus on your work in the fine arts and design.

## THE HISTORIC THIRD WARD

There is not a more vibrant, exciting place to be in Wisconsin in the summer than downtown Milwaukee. MIAD's residence hall puts you right in the middle of all the action! The SummerFest grounds with its many ethnic festivals, the Art Museum and galleries; the Milwaukee Public Museum (with the IMAX dome theater), the Bradley Center, Comedy Sportz, cool coffee houses, and lakefront parks and beaches are all within walking distance.

## ACTIVITIES

Here are some of the optional activities we have planned:

1. July 3rd. We will celebrate the Fourth with a bar-b-q and fireworks! (Milwaukee celebrates on the 3rd because the suburbs celebrate on the 4th.)
2. Nightly Res Hall Movie - free
3. Res Hall Pizza Party - free
4. Ultimate Frizbee - free
5. Paintball Daves

## OTHER IDEAS FOR FUN AND RELAXATION

1. Regular movie nights at local theaters—\$7.00/\$8.00
2. Card and board games—free
3. Pool at the Student Union—\$0.50 per game
4. Biking and roller blading along the lakefront—free
5. Bradford Beach—free
6. Trips to area coffee houses and shopping centers—\$\$\$
7. Local festivals—some require entrance fee (Summerfest \$12)
8. Jazz in the Park
9. Art Museum
10. Free music festivals around Milwaukee



RESIDENTIAL LIVING 101

**MOVING IN**

Move-in day is SATURDAY, JUNE 14th. Arrive any time between 10 a.m. and 1p.m. to get settled and unpacked before the Orientation Meeting at the Cafe (lower level@ 273 E. Erie St.) from 2-4 p.m. Residential and commuting students will receive class schedules, locker assignments, tours of the Instructional Facility, and attend special programming organized by the Pre-College staff. Dinner will be served for residential students at 5 p.m. and then there will be a MANDATORY group meeting in "The Attic" at 7 p.m. At this meeting we will discuss activities, schedules, the hall rules, and give you a chance to meet the staff.

**ROOM ASSIGNMENTS**

Rooms will be assigned by the Campus Life staff. Requests for specific roommates will be honored if they are mutual and space is available. Please indicate your roommate preference when you sign-up to live in the residence hall. You will be informed of your room assignment when you arrive on check-in day.

**RESIDENCE HALL ADDRESS**

All personal mail for student must be sent to the following address:

Student Name  
c/o Residence Hall Coordinator  
273 East Erie Street  
Milwaukee, WI 53202

The Residence Hall staff distributes mail at the daily 4:00pm meeting following classes.

**PHONES**

One local phone line will be available free of charge in each room. YOU MUST PROVIDE YOUR OWN PHONE AND ANSWERING MACHINE, AND A CALLING CARD OR CREDIT CARD. Long distance calls cannot be made without a calling card or credit card. Your telephone number will be (414) 847-2 + the room number. Therefore, if you are in room 463, your phone number will be (414) 847-2463. You need to dial "9" to call out of the hall. If you want to call another room, you only need to dial the last four digits of the phone number.

**BATHROOMS**

Each suite has its own bathroom. Students are responsible for cleaning their own bathrooms. The

residence hall provides toilet paper. Public bathrooms are located in the basement.

**"THE ATTIC"**

The Attic is actually the basement lounge in the residence hall. The Attic contains a pool table, video games, a music practice area, the kitchen, laundry room, and large common area.

**LAUNDRY**

Facilities to wash and dry clothes are in the basement. There is no charge for laundry. You must bring your own soap and other supplies.

**KITCHEN**

The kitchen contains a full stove/oven, refrigerator, microwave, and a sink for washing dishes. There are also tables and chairs for dining. Residents are expected to clean up after themselves and take all dishes with them when they leave the kitchen.

**WHAT TO BRING**

There is a drawing table, light, stool, closet, dresser, and bed for each student in a room. In each suite, there is a lounge and bathroom you will share with your suite mates.

**YOU WILL NEED:**

- |                             |                       |
|-----------------------------|-----------------------|
| 1. towels                   | 6. alarm clock        |
| 2. toiletries               | 7. desk/clip-on light |
| 3. sheets (extra long twin) | 8. medications        |
| 4. pillow & blankets        | 9. hangers            |
| 5. phone/answering machine  | 10. trash can         |

Swimsuits, roller blades, and bikes are also recommended. There are trails nearby that are ideal for both biking and rollerblading. As for spending money, we will do our best to supply you with low-cost or no-cost activities throughout the week. A list of many of the events we have planned with an estimated cost follows so you can plan your finances according to what you wish to participate in.

**MOVING OUT**

All CORE participants must be moved out of the residence hall no later than 4:00 p.m. on SATURDAY, JUNE 28TH following the exhibition and reception. MAJOR participants must be moved out no later than 4:00 p.m. on SATURDAY, JULY 5TH after a similar exhibition and reception. Students must check out with an RA. Rooms must be cleaned and keys returned to avoid charges.



CONTACT INFORMATION

**EMERGENCY CONTACTS**

If you have an evening emergency and cannot contact your student at their room phone number, please call the Residence Hall Security Desk (414) 847-3302, and leave a message. A message will be posted on your student's suite door to return your call. The Hall Director does not have regularly scheduled office hours during Pre-College as most of our staff's time is spent doing activities with the students. If you need to contact the Hall Director, leave a voice-mail message (414) 847-3246, and your call will be returned as soon as possible.

*IF THERE IS AN EMERGENCY, CALL THE RESIDENCE HALL SECURITY DESK (414) 847-3302.*

**EMERGENCY CONTACTS:**

MIAD Security Desk  
414-847-3300 (7 AM-9:30 PM, M-F)  
Residence Hall Security Desk  
414-847-3302 (Midnight-7 AM, Daily)

**TO CONTACT RESIDENTIAL STUDENTS:**

Call room directly 414-847-2 + room #  
or Leave message with Residence Hall Security Desk 414-847-3302

**HEALTH CONCERNS:**

Tony Nowak, Dean of Students  
414-847-3240 (9AM-4PM, M-F)  
Kirsten Brown, Residence Hall Director  
414-847-3246 (4 PM-Midnight, Daily)

**RESIDENTIAL HOUSING CONCERNS:**

Tony Nowak, Dean of Students  
414-847-3240 (9AM-4PM, M-F)  
Kirsten Brown, Residence Hall Director  
414-847-3246 (4 PM-Midnight, Daily)

**FOOD SERVICE:**

John Damico, Cafeteria Manager  
414-278-8563  
Tony Nowak, Dean of Students  
414-847-3240

**ABSENCE PERMISSION FORMS**

(for evenings away spent from the MIAD Residence Hall for residential students)  
**MUST BE RECEIVED BY 2:00 PM THE DAY BEFORE DEPARTURE. FAXES OR EMAILS FOR THE WEEKEND MUST BE RECEIVED BY 2 PM FRIDAY.**

Fax completed form to Tony Nowak, Dean of Students 414-291-8077  
or Email to tnowak@miad.edu or kbrown@miad.edu

**MAIL FOR RESIDENTIAL STUDENTS:**

*Student Name  
c/o Residence Hall Director  
273 East Erie Street  
Milwaukee, WI 53202*

**RESIDENTIAL STUDENT MAIL PROBLEMS:**

Kirsten Brown, Residence Hall Director  
414-847-3300 (4 PM - Midnight, Daily)

**ACADEMIC PROGRAMMING:**

(for Residential and Commuting students)  
Jill Kunsmann,  
Director of Continuing Education & Pre-College  
414-847-3335 (8 AM - 3 PM, M-F)  
Kari McIntyre, Outreach Program Manager  
414-847-3333 (9 AM - 4 PM, M-F)

**FOR MORE INFORMATION**

Please contact Tony Nowak, Dean of Students (414) 847-3240, for more information on the Pre-College housing program.



## TERMS & CONDITIONS

### ROOM ASSIGNMENTS AND CHANGES

1. MIAD reserves all rights involving the assignment of rooms.
2. Only members of the Campus Life staff may make changes in space assignments.
3. Any Resident whose actions, in the judgment of the appropriate MIAD official, are found to be detrimental to the welfare of the general living environment may be required to relocate to another space or vacate the Residence Hall.
4. MIAD reserves the right to search rooms in cases where there is reasonable suspicion that a MIAD policy is being, or has been, violated. Residents need not be present when a search is conducted.

### POLICIES AND REGULATIONS

1. The Resident shall be personally responsible for any damage to MIAD property resulting from an intentional or negligent act of the Resident or any guest of the Resident, reasonable wear and tear excepted. The Resident shall pay on demand the amount of any cost, expense, or loss resulting from such damage.
2. The Resident accepts the responsibility for the care and cleaning of his/her room and maintenance of health and safety standards therein.

### MISCELLANEOUS

1. The Institute has no obligation to provide parking or storage for any automobile belonging to or used by the Resident. Car keys must be turned into the hall director for all residence hall students. Additional information regarding parking may be obtained from the MIAD Security Office.
2. MIAD assumes no responsibility for theft, loss or damage to a Resident's personal property, nor is MIAD responsible for property left after termination of residency. Residents are urged to purchase insurance to cover loss or damage to personal property.
3. Alteration of this contract by the Resident with intent to change its terms, conditions or purpose will void the contract.



RESIDENCE HALL RULES

RESIDENCE HALL RULES

The residence hall staff at MIAD wants you to enjoy your stay in Milwaukee and experience its many unique attractions. We also want to provide you with a safe and comfortable living environment. In order to do so, we must ask for your help through understanding and complying with the residence hall rules that follow.

ACCESS TO THE ROOF - Students are not allowed on the roof of the residence hall at any time for any reason.

ACTIVITIES POLICY - Evening programming and chaperoned activities are provided. Some groups of students may choose to take in a movie, coffeehouse, the mall, etc., on their own. In this case, the following procedures must be followed:

- No student is allowed to leave the residence hall alone. At least two students must leave together.
The group must inform the RA on duty of departure/return times, and their destination.
This information must also be written into the "sign-out" sheet at the front desk.
Any student not following these procedures will be restricted to chaperoned activities only.
All students must be in the building by 11 p.m.

ALCOHOL AND OTHER DRUGS - Possession or consumption of alcoholic beverages is prohibited at all times on MIAD property or at MIAD-sponsored student functions. Disruptive behavior on campus as a result of alcohol, even if consumed off-campus, is considered a violation of MIAD's regulations. The use, possession, cultivation, production, sale, gift, or exchange of illegal drugs in the residence hall is a criminal act and strictly prohibited at all times. This includes all illegal drug paraphernalia and alcohol containers. Violation of MIAD's drug and alcohol policies will result in the student's immediate eviction from the residence hall and potential expulsion from the Pre-College program.

APPLIANCES - Heat-producing appliances and appliances that exceed 15 amps, such as space heaters, electric frying pans, Coleman stoves, toaster ovens, full-sized refrigerators, immersion coils, deep fryers, toasters, clothes irons, etc., may not be used in student rooms at any time. However,

electric coffee pots, popcorn poppers, hot pots, small refrigerators, and microwaves (under 15 amps) may be used in resident rooms. The basement kitchen has a microwave, stove, and large refrigerator for the residents' use.

ART MATERIALS - Students are encouraged to use the academic building or the floor studios in the residence hall for the production of artwork. Students who use their suite lounges as studio space are responsible for all damages occurring from such use. Any hazardous or flammable materials or art materials involving airborne particulates cannot be used in the residence hall rooms or lounges. Some of these materials include, but are not limited to, the following:

- oil-based paints
paint thinners
latex
plaster
spray mount
spray fixative, etc.

HANGING ARTWORK - Residents may hang artwork or posters with picture hangers or thumbtacks. These must be removed and the holes patched before move-out. Residents should not use adhesives on their walls, ceiling, furniture, or fixtures. Nothing may be attached to or hung from any part of the fire suppression system, the pipes, or the heat/air ventilation system at any time.

CURFEW - The city of Milwaukee has an 11 p.m. curfew for all minors. All Pre-College students must be back in the residence hall and on their appropriate floor by 11 p.m. for curfew check-in with their RA, regardless of age. (The only exception is in by 1 a.m. when they are on a chaperoned activity accompanied by a MIAD residence hall staff member.) The Milwaukee Police Department and the student's parents/guardians will be notified within an hour after a curfew violation. Student's who violate the curfew hour will be dismissed from residency during the Pre-College program, and a parent/guardian will need to pick up the student within 24 hours of the violation.

FAILURE TO COMPLY - Failure to comply with a reasonable request of a college official will result in disciplinary action against the student. Reasonable requests include, but are not limited to, requests for identification, and for students to follow college policies and procedures.

FIRE HAZARDS - All flammable liquids are banned from the residence hall. In addition, other fire hazards,



# RESIDENCE HALL RULES

including, but not limited to, incense, fireworks, candles, and halogen lamps, are prohibited. Furthermore, no item may be placed on top of or in contact with any radiator.

**SMOKING** - MIAD is a smoke free facility. No smoking will be permitted in the residence hall at any time.

**GUEST POLICY** - We ask that parents provide a list of any immediate family members who may be visiting during the Pre-College program. No other guests except commuting students in the Pre-College program with a valid Pre-College ID will be allowed in as guests. Guests may only stay until the 11:00 p.m. curfew. No overnight guests will be allowed. Residents are responsible for their guests and must ensure that their guests respect the rights of other residents and the rules established by MIAD. MIAD reserves the right to request any guest to leave the residence hall at any time. All guests are required to be with their host at all times. The host is defined as the individual who signed in the guest(s) at the front desk. Guests found to be alone in a room, suite, or public space in the Hall will be escorted to their host. If the host cannot be located, the guest will be escorted from the building.

**GRAFFITI** - The Milwaukee Institute of Art & Design has a strict "No Tolerance" policy regarding graffiti. While there is a legitimate debate about whether graffiti is art, MIAD will not attempt to resolve this dispute. MIAD will comply with the applicable Wisconsin State statute, which defines graffiti as "Criminal damage to property. (1) Whoever intentionally causes damage to any physical property of another person without the person's consent is guilty..." of a misdemeanor or felony. MIAD further defines this activity thus: "Graffiti is any alteration of any surface of MIAD's facilities, of another resident's, staff's, or faculty member's personal belongings (including art or design work) without express prior approval by the property owner." Graffiti is considered a very serious offense at MIAD. Anyone engaged in this activity will face a disciplinary hearing and dismissal from MIAD.

**LIGHTS OUT POLICY** - The Pre-College program is not a camp. It is designed for students who are committed to extending their knowledge and love of the visual arts. It is important that students arrive in

their classrooms alert and ready to explore and create each morning. Therefore a midnight lights-out policy is enforced on weekday nights and 1:00 a.m. lights-out on weekends.

**LOCKS AND KEYS** - Residents are responsible for the proper use and security of all keys issued to them by the residence hall staff. It is a violation of department, campus, and state code to misuse or to duplicate any MIAD keys. Residents must report lost keys immediately and will be required to pay for new keys. Residents should also inform the hall staff if their keys or locks are not operating properly, so that the keys can be replaced and/or the locks fixed.

**CARS ON CAMPUS** - Residential students are discouraged from bringing cars to Pre-College. If students do bring their cars, they must turn in their car keys to the hall director.

**PERMISSION FORMS** - To leave campus and/or a regularly scheduled activity you must have a copy of the "Permission Form" signed by your parent/guardian. The permission forms must be faxed to the number on the permission form by 2:00 pm the day before you plan to be away. This rule applies to all participants in the Pre-College program, regardless of age. All students who are signed out must return by 1:00 a.m. or be kept by the parents or guardian until 9:00 a.m. the next day. No one will be allowed to enter the dorm after 1:00 a.m.

**PRANKS** - Pranks that cause property damage, personal harm to others, or involve entering another resident's room without permission, as well as prank phone calls, are prohibited at all times.

**QUIET HOURS AND COURTESY HOURS** - During Quiet Hours, residents' noise may not extend beyond the boundaries of the room they are in at the time.

Hall Quiet Hours:

Sunday-Thursday 11 p.m. to 10 a.m.

Friday-Saturday 12 midnight to 10 a.m.

Courtesy Hours are in effect at all other times.

Courtesy Hours mean that any resident has the right to ask someone to turn down the noise. Residents are expected to comply with all requests from fellow residents, as well as college staff. The MIAD policy is that the right to sleep and study supersedes the privilege to entertain at all times.



# RESIDENCE HALL RULES

**RESTRICTED AREAS OF RESIDENCE HALL** - There are certain areas of the building Pre-College students are not allowed. We invite you to relax in your room, suite, floor lounge, and The Attic (the residence hall's basement lounge). Pre-College students are segregated by gender on separate floors of the hall. Students are expected to honor this policy by not entering the floors assigned to opposite sex residents. Students violating this regulation will be dismissed from the residence hall and a parent or guardian expected to pick them up within 24 hours of the violation.

**ROLLERBLADING AND SKATEBOARDING** - The downtown area, which includes the Historic Third Ward, does not allow rollerblading or skateboarding. However, the lakefront park areas, just four blocks from MIAD, do allow both activities. (The parks close at 11:00 p.m.)

**SEXUAL ACTS** - Any sexual activity detected by the Summer Pre-College staff will be grounds for automatic dismissal.

**SPORTS IN THE HALL** - No objects may be thrown at other people, into or out of windows and doorways, or in any interior areas of the residence hall. Civil law also states that throwing a harmful object is considered assault and battery, which may be either a misdemeanor or a felony. Sport and recreational activities that involve a ball or other airborne objects are prohibited in the interior of the building, as roller blades, ice skates, & metal cleats. Steel tipped darts are also prohibited. Skateboarding, sparring, fencing, and other such activities are prohibited in the building at all times.

## STEREO/SOUND EQUIPMENT

Large speakers and amplifiers are prohibited in the residence hall. Residents who bring oversized speakers or amplifiers will be required to remove them from the Hall within 48 hours. Headphones are required for listening to all sound equipment at all times. Because of the design of the residence hall, sound travels and all residents need to take care not to disturb their neighbors. As stated earlier, an environment conducive to sleep and study is our priority.

**THEFT** - Theft or misuse of another person's property

or the property of the College is prohibited.

**TRANSPORTATION** - Students are not permitted to travel to a scheduled event in a student vehicle.

**WEAPONS** - Firearms, ammunition, paint pellet weapons, archery equipment, and all other weapons are not allowed in the residence hall at any time.

**WINDOWS** - Screens may not be removed from the windows at any time, nor may any opaque materials (posters, etc.) that could impede firefighters' efforts be used to cover up the windows. Nothing may extend outside room windows.

*Failure to follow the above stated rules creates a host of problems for other residents in the Hall community. Respect for these rules means respect for your friends and neighbors.*



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# WHAT TO BRING

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There is a drawing table, light, stool, closet, dresser, and bed for each student in a room. In each suite, there is a lounge and bathroom you will share with your suite mates.

## YOU WILL NEED:

- |                             |                              |
|-----------------------------|------------------------------|
| 1. towels                   | 6. alarm clock               |
| 2. toiletries               | 7. desk or clip-on light     |
| 3. sheets (extra long twin) | 8. phone & answering machine |
| 4. pillow & blanket         | 9. hangers                   |
| 5. trash can                | 10. medications              |

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