

**CAMPUS CONFERENCE SERVICES**  
**University of California, Santa Barbara**

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Welcome to UC Santa Barbara! The Campus Community has joined in an effort to make your stay a pleasant and rewarding experience. We hope you will take the opportunity to explore the campus and local area and that you will enjoy your stay at our seaside campus.

### **The UC Santa Barbara Campus**

UC Santa Barbara is located in the Goleta Valley, ten miles north of downtown Santa Barbara. The 815-acre campus accommodates approximately 18,500 students. As a research-oriented University, UC Santa Barbara has extensive laboratory facilities and an exceptional 1.5 million volume library. The high standards of scholarship, attention to the individual student and a tradition of informality combine to make this campus a unique blend of academic excellence and individual enrichment.

### **The Santa Barbara Area**

Santa Barbara is situated on the coastline, between the Santa Ynez Mountains and the Pacific Ocean. The geographic location and the ideal weather of Santa Barbara with its lovely beaches, parks and hiking trails, make it suitable for a variety of outdoor activities. The Channel Islands, 27 miles offshore, provide an additional resource for fishing, camping and university research. The Spanish heritage can be seen in the city's architecture and historic landmarks like the Santa Barbara Mission and the County Courthouse. Further information about the UC Santa Barbara Campus, local sightseeing, restaurants and entertainment can be found at the Service Desk in each Residence Hall.

### **Service Desk**

A Service Desk, attended by a Guest Services Representative, is located in the lobby of each Residence Hall. Conference check-in and check-out (including distribution of keys and dining cards) take place at the Service Desk unless your conference has made other arrangements. All Service Desks are staffed daily from 7:00 am – 1:00 am. At least one desk will provide 24-hour service for emergency calls and security needs. The Service Desk provides the following services:

- Message service
- Distribution of Parking Permits
- Shuttle transportation to and from the Santa Barbara Airport and the **Goleta Drop-off site** for the Santa Barbara Airbus; taxi service information
- Local bus schedules and campus map distribution
- Information regarding the Campus, accommodations, local dining, sightseeing

### **Telephone and Message Service**

THERE ARE NO PHONE LINES IN INDIVIDUAL ROOMS. Telephones are available in the lobby areas of the Residence Halls and long distance calling can be made with your credit card or phone calling card. At Manzanita Village a phone is located in each building lounge. Residents cannot receive personal calls at the Service Desk. However, the Guest Services Representatives will take incoming messages and post them on the Information Board located in the lobby. Residence Hall telephone numbers are:

- Anacapa Service Desk                   893-2189
- San Miguel Service Desk               893-2275
- San Nicolas Service Desk              893-2469
- Santa Cruz Service Desk               893-2680
- Santa Rosa Service Desk               893-2772
- Manzanita Village                       893-6161
- Francisco Torres                         893-7202

A Courtesy Telephone is available for on-campus and local calls at each Service Desk.

### **Keys**

Please carry your keys with you at all times and lock your room to protect valuables. One key will unlock the exterior door to the Residence Hall (or your specific building at Manzanita) and one will unlock your room. The Guest Services Representative will assist you if you are locked out of your room. There will be a \$28.00 replacement charge for not returned or lost keys.

### **Dining Service**

The Dining Staff at Francisco Torres, Ortega and Carrillo Dining Commons are eager to meet your culinary needs during your stay. NOTE: Ortega will close August 14, 2004 and De La Guerra Dining Commons will open on July 13, 2004. Please check the Service Desk for the specific Dining Commons assigned to your program and the hours during which your meals will be served. Attached to your key is your **Dining Meal Card**. Please show this card to the lobby checker in the Dining Commons for access to scheduled meals. Once inside the Dining Commons you will have choices of hot entrees, salad bar and cold line, beverages, desserts, breads and condiments. Proceeding to the least crowded areas will speed up service. Staff will assist you in locating any food items which may not be easily found as well as pointing out the vegetarian options. Please bus your dishes to the tray-veyor when your meal is completed. Friends and family members who are not a part of the conference may purchase any regular meal in the Dining Commons at the front door with a CREDIT CARD ONLY. Alcoholic beverages are not allowed in the Dining Commons during regular meal hours. Our Dining Commons provide an "All You Can Eat" service format and we kindly request that you consume all of your meal inside the dining room.

### **Vending Machines**

Soft drinks, candy and snacks are available from vending machines in each Residence Hall. They are located in or near each recreation room.

### **Housekeeping and Linen Service**

There is a permanent Housekeeping and Custodial Staff in the Residence Hall that maintains all public areas inside the building. If you need to report a Housekeeping or Maintenance issue in your room, please report it to the Front Desk Staff in your residence hall. The Housekeeping Staff will provide you with bed linens and daily room service with washcloth and towel change if your conference has arranged for linen service. *Also, to conserve on water, we do give you the option to reuse your towel and washcloth...if you wish to use this option, please just leave both on the rack and our Housekeeping Staff will know not to exchange them.*

### **Laundry**

Coin-operated laundry facilities are located in each Residence Hall and are available for your use; however, sometime during the summer, all halls will convert to card-operated facilities...please see the Front Desk for the location of the card machine for your Residence Hall. Manzanita Village already has card-operated laundry facilities located in each building...the card can be purchased in the De Anza Resource Center (Conference Office). Although professional dry cleaning is not available on campus, the Service Desk can give you information regarding local dry cleaners.

### **Parking**

**Parking on campus is by PERMIT ONLY (24-hours per day).** If you are staying with us in the Residence Halls, you may obtain a special *complimentary* conference permit at the Service Desk. Conference permits are valid **only** in lots indicated on each permit...the Service Desk can help you locate the lot you are assigned. The Parking Service Staff will ticket your vehicle for any violation. **We cannot rescind parking tickets.**

### **Mail Services**

You may receive mail at UC Santa Barbara by using this address:

Your Name  
c/o Your Conference  
Mail Box 11101  
UC Santa Barbara  
Santa Barbara, CA 93107

Incoming mail will be posted daily on the Information Board. Outgoing mail may be deposited at the U.S. Post Office located on the lower level of the University Center.

### **Recreational Facilities**

Tennis courts, outdoor basketball and volleyball courts are available for public use at specified times. Check the Information Board in your Residence hall for locations and hours of operation. Some recreational equipment is available at the Service Desk. Be prepared to leave your room key at the desk when checking out this equipment.

### **Recreation Center (RecCenter)**

The RecCenter is open daily Monday – Sunday. Hours will be posted at the Service Desk for your convenience. Cost is \$5.00 at the door and you **MUST HAVE A PHOTO I.D. WITH YOU FOR ADMITTANCE.** Equipment includes racquetball and squash courts, weight training rooms, gym and 3 swimming pools.

### **University Center**

The UCEN includes the Bookstore, the Corner Store (where sundries may be purchased) and several eating establishments. The UCEN hours will be posted in the lobby for your convenience.

### **Smoking**

UC Santa Barbara prohibits smoking inside any buildings. Smoking is only allowed in outdoor areas, including breezeways and patios.

### **Emergency Procedures/Security**

The University is committed to maintaining high standards for safety and security in the Residence Halls. Emergency procedures are posted on the inside of the door to your room. Please read them and be familiar with evacuation and fire procedures. Exterior doors will remain locked for your protection after 11:00 pm. In the event of an emergency, notify the Guest Service Representative as soon as possible. **The UC Santa Barbara Campus Police, Fire Department, Paramedics and Ambulance Service are all contacted by dialing the campus emergency phone number: 9-911.**

### **Hospital and Medical Care**

The UC Santa Barbara Student Health Center is available to all conferences on a fee-for-service basis, payable the day the services are rendered. The Center is generally open on weekdays and closed on weekends. Telephone 893-3371 for more information. Goleta Valley Community Hospital is two miles from campus. To contact the 24-hour Emergency Room phone 967-3411 or 681-6473.

### **Campus Tours and Admission Information**

The Office of Relations with Schools and the Admissions Office are located in Cheadle Hall. For information regarding a free, guided campus tour, please call 893-8175. For further information about the campus and its services, please call 893-2485 or write:

**Office of Relations with Schools  
1237 Cheadle Hall  
University of California  
Santa Barbara, CA 93106**