

# FLETCHER HALL



USER GUIDE

# WELCOME!

Over ten years ago we completed a long-term facilities master plan. This project was coordinated by The Scion Group, a consulting firm based in Chicago. Scion's analysis consisted of a variety of components: first, they updated an internal review of the condition of all our facilities. Second they completed an "Off-Campus Market Study" of the campus neighborhood. Third, they conducted face to face meetings with students and staff regarding their perceptions of our campus housing stock. Fourth, they did an on-line survey of students in an effort to gain their perceptions of the on-campus housing experience. Once they completed their final report they were able to summarize their findings with the following:

1. We lacked "variety" in our housing. At the time of Scion's work all of our buildings were "double-loaded" corridors with one bathroom for every 30 people. Scion explained that we needed to provide places where returning students would want to live, and the best way to accomplish that was by having a greater variety of options.

2. They told us our buildings could “withstand a lot of renovation.” This meant our facilities were structurally sound and generally well-maintained, and could be “re-shaped” to meet future needs.

3. The only type of unit we could not cost-effectively renovate to was apartment or suite-style.

As a result of the report we planned and constructed Horizon Village, the first new residence hall on our campus since 1970. We created plans for major renovations of each of our four-story buildings. Taylor was already completed shortly before the Scion work was contracted. After we opened Horizon our focus turned to Fletcher.

The “new” Fletcher will be very different than what it was pre-renovation. It helps us add to the variety we seek, and provides returning students with another exciting on-campus living option. Fletcher offers more flexible, open space; a significantly lower student to bathroom ratio; and other amenities such as a full kitchen on each floor to more fully meet the expectations of today’s UW Oshkosh student.

It is our hope that we will be able to renovate Stewart and Evans next, with the possibility of connecting the two buildings. Once the plan is fully implemented the on-campus living experience at UWO will be transformed to better meets the needs of our current and future students.

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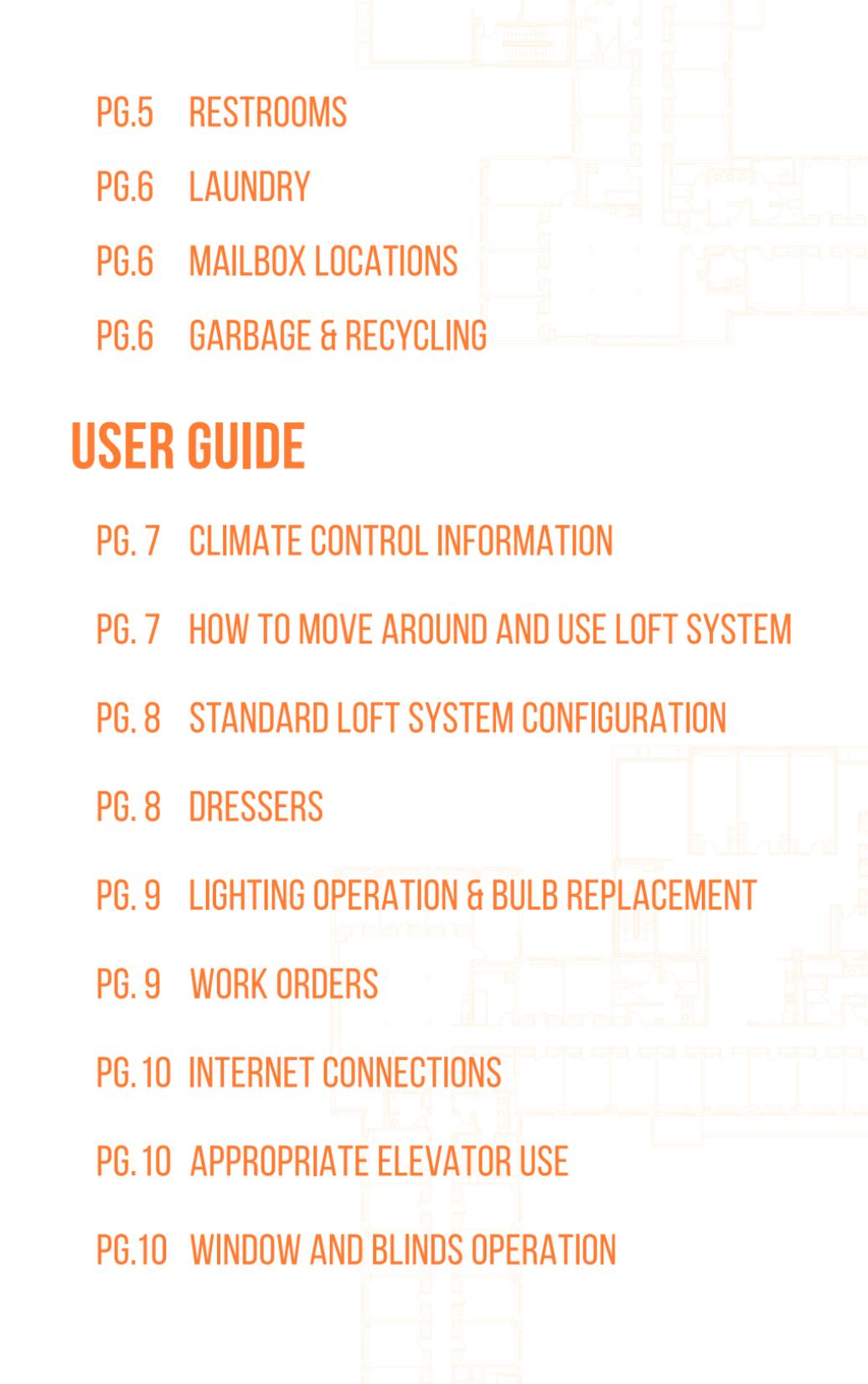
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# THE RENOVATION

## **Main Entrance & Lobby**

The main entrance is now in the new addition of the building which faces Reeve Memorial Union. It is much more open, welcoming, and accessible. The entire front lobby is surrounded by windows, allowing natural light to flood the space, resulting in a bright and warm gathering space. The lobby itself is much larger, allowing for large group interaction, and a large multi-tier seating area next to the elevator overlooks the lobby.

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## **Front Desk Location & Hours**

The new front desk is much larger, offering a more open and friendly environment for residents and guests. The front desk is open from 8:00am to 9:30pm Monday to Friday, and 10:00am to 9:30pm on Saturdays and Sundays.



## Hall Offices

A new suite of office space featuring transparent windows into the hallway welcomes residents to visit the Residence Hall Director (RHD, a full-time masters-level professional) and Assistant Residence Hall Director (ARHD, a graduate student) during regularly scheduled office hours. The RHD & ARHD are available to assist with finding campus resources, resolving conduct/conflict concerns, community development, facilities issues, and general questions and concerns. The office suite is located on the first floor, just up a half-flight of stairs from the lobby, in suite 1415.

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## Security Station (Hours, Main Entrance, etc.)

Another new feature of the Front Desk is a “drive-thru” concept Security Station window. This enhances security by requiring residents and guests to check-in during Security Station hours before even entering the building. Security Stations operate 9:30pm to 2:00am Sunday – Thursday, and from 9:30pm to 3:00am Fridays and Saturdays, with occasional increased hours during special events throughout the year.

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## Lower Level Features

In addition to the new kitchen, the entire lower level has also been updated and improved. The space includes an open computer lab concept, allowing residents 24/7 access to state-of-the-art machines; new recreation equipment; study spaces throughout the lower level; and a brand new laundry facility featuring quiet study space adjacent to the laundry machines.

## Kitchen Locations

A brand new kitchen returns to the lower level with a full fridge/freezer combination, stove, sink, and cabinetry. Additionally, similarly outfitted kitchens have been added on every floor in the new addition for communities to share.



## Vending & Ice Locations

Dedicated space has been designed in the lower level for beverage and snack vending machines, along with convenient ice machines. Vending machines accept cash, credit and debit cards, and Titan Dollars as forms of payment.

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## Study Space Locations

In addition to the updated spaces throughout the lower level, multiple new open and airy study spaces have been added to each floor in the building. The new addition features 2 distinct quiet study spaces per floor, completely surrounded by windows with an additional open lounge space adjacent to floor kitchens. Rooms have been removed and reconfigured on other parts of floors allowing more natural light into the building while providing comfortable study environment.

## The Walls

The old cinder block finish on the walls has been upgraded to a home-style plaster coating that provides a warmer look and feel to the building. More vivid paint colors have been added as well. The combination of color, light, and texture will create a much brighter and warmer atmosphere.

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## Network Connections

Multiple physical network connections have been added in each resident room. Additionally, student and guest WiFi networks flow throughout resident spaces and public lounge locations. Floor lounges feature a multitude of electronic outlets for studying and other needs, and a first for UWO residence halls, USB outlets.



## Windows

Many more windows have been added to hallways, lounges, and public spaces throughout the building to allow more natural light, creating a more comfortable environment. Windows in all resident rooms have been replaced to be more energy efficient and feature adjustable built-in blinds.

## Public & All-Gender Restroom Locations

The lower level features public restrooms for resident and guest use. A women's restroom is located in room B606, while a men's restroom is room B608. Single stall all-gender restrooms are located in B218 & B220.



## Laundry

The laundry room, located in the lower level, features state of the art high-efficiency washers and dryers. Residents utilize Titan Dollars for payment, and can utilize Laundry View™ to check the status of their laundry from the convenience of their rooms.

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## Garbage & Recycling Locations

Exterior receptacles for resident room garbage and recyclable items are located outside the rear entrance to Fletcher near Cherry Street. Residents are expected to take their room garbage and recycling to these receptacles as needed.

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## Mailbox Location & Instructions

Mailboxes are located to the right of the Front Desk and are shared between roommates for each room. Each resident is issued a separate key for their mailbox, which is accessible 24/7.



# USER GUIDE

## Climate Control Information

Each room features an individual thermostat control near the window. This device allows residents to adjust the temperature of their room within a controlled range, and also controls the fan speed for the room. Please note that climate control means residents are able to adjust the temperature within a set range, and that range varies based on the time of the year.



## How to Move Around and Use Loft System

Each room features a brand new and unique furniture configuration. The bed, desk, and bookshelves are all incorporated into a new type of modular lofting configuration. Each end of the loft is stationary, with rungs from bottom to top on both sides of the loft ends, allowing each resident to customize to their own preferences. Each piece of the system (bed, desk, bookshelves) can be easily lifted and hooked onto a different height without any tools. Please visit [youtube.com/uworeslife](https://www.youtube.com/uworeslife) to see a video on how to move around the loft system.

## Standard Loft System Configuration

A standard set-up will have the desk on the bed end nearest the door hung on the 8th and 9th rungs from the bottom. 2 cubed bookshelves will be hung from the top rung of the bed end, also on the side closest to the door. The bed will be hung from the 7th and 8th rungs from the bottom, with the mattress on top of the bed. A metal shelf will be hung from the top rungs on the bed end closest to the window. Finally, each bed has its own safety rail, which is placed on top of the mattress upon move-in and move-out. At the end of the year, each loft system in the room will need to be returned to this exact setup in order to avoid charges.

## Dressers

Each room has two 2-drawer dressers per bed. A standard configuration features these units separately and stored under the beds. The dressers may be stacked on top of each other. If the dressers are stacked, residents are recommended to latch the dressers together using a hook on the back of each dresser.



## Lighting Operation & Bulb Replacement

- Each resident room features overhead track lighting, with smaller wall-mounted lights installed over the mirrors. The overhead light switch is located near the door, while the light switch for the wall-mounted light is under the mirror.
- Replacement light bulbs for the overhead lights can be obtained from the Fletcher Front Desk during normal desk hours. The burned out bulb must be returned in order to receive a new bulb. If the wall-mounted light bulb needs to be replaced, please submit a work order.

## Work Orders

- From time to time maintenance may be required in resident rooms, and a work order should be submitted if this happens. Work orders can be submitted by going to MyUWO Portal and adding the application called "Work Order". Alternatively, this page can be accessed navigating to the Department of Residence Life home page, under the "Services and Programs" tab click on "room repairs" and click the "submit work order" button to submit a work order. Some common work orders that are submitted are for issues like: broken desk chair, malfunctioning fridge or microwave, an outlet isn't working, etc. If this considered an emergency (your heat isn't working, key is stuck in your lock, window is stuck open in cold temperatures) please call Facilities Management at 920-424-3466 (M-F 7:00am-3:30pm), outside of these hours please contact the
- The direct website for Work Orders is: <http://tma.uwosh.edu:82>
- Please note that work orders submitted for issues beyond typical wear and tear may result in charges.

## Internet Connections

Wi-Fi will be available throughout Fletcher Hall. Additionally, multiple Ethernet ports are available in each residence room along the wall behind the loft system. Ethernet connections are recommended as the most reliable connection, especially for video game consoles and streaming media devices (Roku, Amazon FireTV, Chromecast, etc.).

## Appropriate Elevator Use

A new elevator has been installed in the center of Fletcher Hall. Jumping is not allowed in any elevator on campus. Should an emergency arise while in an elevator, an emergency phone is available. However, this is only to be utilized in a true emergency. Inappropriate use may lead to disorderly conduct citations from University Police. Do not attempt to use the elevator in times of emergency (fire, tornado, etc.). Accommodations for students with disabilities should be coordinated through the Dean of Students office located in Dempsey Hall.

## Window and Blinds Operation

The new windows in each resident room feature functional blinds incorporated into the window panes. Please visit [youtube.com/uworeslife](https://youtube.com/uworeslife) to see a video on how to adjust the windows and blinds.

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