

# Guidebook for MacGregor Residents

## Autumn 1994 edition

This guide for internal House use!

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Welcome to the *Guidebook for MacGregor Residents Autumn 1994 edition*! It’s been prepared jointly by the housemasters and tutors and by House student government to collect in one place some information about dorm life and resources, and to share a few thoughts on some of the “finer points” of living in an Entry in MacGregor House. Much of the included information provides answers to questions commonly asked of the tutors or House government, or addresses issues that otherwise have come up before and are likely to do so again. Feedback for this edition should go to the current custodian of this document, Steve Slivan (G121).

This document is not, and does not claim to be, a complete guide about MacGregor; other information you’ll want to familiarize yourself with or have available appears in the House documents

- *Who’s Who of MacGregor*: names, rooms, and phone numbers of House government
- weekly Housecomm minutes: records issues and decisions of House government meetings
- the MacGregor House newsletter

and in the Institute reference (stuffy but official) *Standards and Procedures for Students*: “standards, guidelines, regulations, and procedures regarding general behavior and Institute-approved living groups”.

Finally, talk to people and ask your questions. Usually the question you think is a “trivial” one is instead the same one someone else is also wanting to ask!

## 1 Forward

You’re invited/encouraged/exhorted to take advantage of the opportunities at MacGregor House. After all, here is where the better part (and perhaps also the occasional worse part) of your years as an undergraduate is going to be spent! We enjoy a diversity of people with many interests; however, many times you’ll need to take the initiative to get to know people and get involved. With some effort on your part, you can reap returns in ways you might never expect.

Seriously, this is your home for four years; your involvement is very important. We hope you’re well on your way to feeling part of the MacGregor “family community”, and that you’ll soon come to regard this House as *your* home. MacGregor can be and should be more than just a place to sleep nights and keep your stuff for four years—so welcome to our House!

## 2 Housemasters and Tutors

Housemasters and graduate resident/tutors also live in MacGregor, and we're all here to help make the dorm a better home for MIT undergraduates. We graduate residents are called Entry tutors in MacGregor House, and our role is one of friend, guide, mentor, and (assistant) catalyst for social activities in the Entry. Also some of us aren't bad at tutoring, though you'll find that upperclassmen are generally more useful when you want academic help. Housemasters and Associate Housemasters are in-house faculty or staff members who share in the aforementioned student support roles of the Entry tutors, and also act as advisors to the Entry tutors and to House government, and help represent residents' interests to the Institute.

More complete information to help you know us all appears in the display case (next to the laundry room) as "Your Guide to Housemasters and Tutors". Our experience has been that the tutor who lives in your Entry is the one most of you will come to know best, however *all* of us are here to help you. Don't hesitate to seek out another tutor who can be helpful to you and always feel free to talk with Steve & Judy Lippard, the housemasters, and John & Carol Wilson, the associate housemasters. The entire staff meets routinely about once a month.

**Confidentiality:** At some point you may prevail upon the housemasters or a tutor to assist you with some issue you prefer otherwise be kept private—in such a case, don't be shy about stating your need for confidentiality! We may also sometimes receive delicate information about MacGregor residents from the Institute. All such information is considered confidential. It is our duty to uphold the privacy of students, regardless of whether the information pertains to an academic, disciplinary, medical, or personal issue.

**Evaluations:** We tutors appreciate and want your feedback on how we're doing. Sometime during the winter (late fall term or early spring term) you'll be receiving *Tutor Evaluation Forms*, which we hope you'll fill out. Please tell us what we've been doing right and what we should try to improve. Completed forms should be returned to the housemaster (either directly or via your tutor) and will be reviewed jointly by tutor and housemaster.

Of course, you don't have to wait for these forms to tell us something that's on your mind. If you feel uncomfortable about speaking to your tutor directly, please talk to another tutor, your Entry chairperson, or the housemasters, even if it's about a minor or trivial problem.

## 3 Getting Help

### 3.1 Emergencies

**Dial 100 from any Institute phone if there's an emergency. Don't Hesitate!** MIT campus police officers are available 24 hours a day to respond to medical emergencies, fires or any other life-threatening situation, as well as suspicious activity. Don't bypass the CP's by calling 911 (Cambridge Police); this always delays things and can also cause unnecessary misunderstandings since the first thing they'll do is call the CP's anyway. **To contact the MIT police from a public pay phone, dial 253-1212.**

## 3.2 Suicide

Attempts at suicide are not commonplace, but it can be very scary if one seems possible. If you know that someone is contemplating suicide, or if an attempt actually does occur, it is important that someone call for professional help. You can call the housemasters or a tutor, who can in turn call for help, or you can directly contact the Medical Department (**x3-1311, 24 hours**) or the Dean's Office (x3-4861 business hours, x3-1212 after 7 p.m. for Dean on Call). **Do not abandon someone who is contemplating suicide.**

If you suspect that someone may be contemplating suicide, but are uneasy about calling as described above because you're uncertain, the housemasters and tutors are available to discuss the matter with you, as is the Nightline peer help service (x3-8800, 7 p.m.–7 a.m.).

## 3.3 Other Resources

For other assistance, you will have to think about what resources you need. Some phone numbers which may be of particular help after business hours are listed in Table 1, which appears on the back cover (page 24). If you feel a strong need for confidentiality, the tutors and housemasters may anonymously seek assistance on your behalf.

## 3.4 Resolving Problems

When there is a dispute, talking things out works most of the time. But if you do need help, there are MacGregor House and Institute appeals channels for resolving disputes or voicing issues that can be taken to successively higher supervisors up to the Provost and/or a Vice President. To decide informally what to do, talk with friends, an Entry tutor, a member of Judcomm, the housemasters, or the Special Assistants (“ombudspersons”) in the Office of the President. In many cases, talking to or writing a letter to the offending party is sufficient to bring out a satisfactory response. If not, you may choose to register a formal complaint with Judcomm, the housemasters, a faculty member in charge of a specific course, or a department head, as appropriate. Additional appeals can involve student groups, Institute Committees, the Deans' Office, the Campus Police, etc.

## 4 Other Tips

Before getting into specifics, three general guiding principles:

1. **Safety:** Before acting, think about the safety of yourself and of others. Refrain from unsafe activities affecting House residents.
2. **Destruction of House property:** Malicious damage or destruction of House property is wrong, without exception. Bills for damages are charged to the House, which can in turn be forwarded to those responsible.
3. **Act reasonably with other people:** Consider your neighbors; show some tolerance of others, and some respect for their rights.

## 4.1 Alcohol

**“Ignorance Sucks”:** The legal drinking age in Massachusetts is 21 years of age. If you choose to consume beverage alcohol it’s up to you to do so responsibly. This includes knowing your own tolerance, and familiarizing yourself with the applicable laws and policies. Since you’re held responsible for the consequences of your actions, it makes sense that you’ll want to think about what the consequences are before exercising your judgment.

**Upchucking:** It is both inappropriate and stupid to drink to the point of getting sick, since it’s at least uncomfortable and messy, and at worst can lead to alcohol poisoning causing permanent brain damage or even death. If you (or your friend) drink to excess, it’s worth your while to go to MIT Health Services. Unless the CP’s are involved, the process will remain completely confidential. You are of course also responsible for cleaning up your mess or thanking the people that did it for you.

**Drinking Games:** Drinking games don’t qualify as “responsible consumption” of alcohol—there’s a danger that stems from their fundamentally coercive nature (ranging from peer pressure to threats) in that participants tend to consume alcohol more rapidly than they would probably drink apart from a game. For the record, you should also be aware that drinking games are specifically forbidden under local law.

## 4.2 Bathrooms

**Bathroom Sexing:** The sex of the bathroom in each suite matches the sex of the suite itself, so all-male suites have men’s rooms and all-female suites have women’s rooms. Bathrooms in co-ed suites are of course co-ed. Persons are expected to respect others’ privacy in the bathroom areas, and students who feel uneasy with the idea of co-ed bathroom areas should know that there have been very few problems with this system in MacGregor House.

**Etiquette:** Since everyone (hopefully) uses the bathrooms, be considerate in your use of them. For example, try to keep the shower curtain *INSIDE* the shower so that water doesn’t flood the floor. Also, taking a 45-minute shower during peak morning shower times probably won’t please those outside waiting for a shower. Try to leave the sinks and toilets clean for the next person. *Remember, the bathrooms will be only as clean as you leave them.*

**Soaps and Shampoos:** In the suite bathrooms you’ll find a rack of cubbyholes (nominally one per suite resident) in which you may leave your soaps, shampoos, or sundry personal items if you like. Leaving items lying about in other spots hampers the porters’ ability to clean up, so please use your cubbyhole or take these items back to your room, so they’re out of the way of the porters. And just as you wouldn’t like other people using items you put in your cubbyhole, don’t use other people’s things.

## 4.3 AIDS, Sex, and Condoms

We are fully aware that AIDS and other sexually transmitted diseases are a very real and very serious issue, and the Institute has established a program of AIDS awareness and prevention

in cooperation with the tutors and housemasters in each of the dorms. In practical terms, the goal of this program is to help you make better decisions about your own sexual behavior.

But before proceeding, let's be very up-front: no tutor in the House, nor the Housemasters, nor the Deans' Office, believes it appropriate to push any particular personal *morality* on you as students. Instead, we respect your rights as young adults to make your own personal decisions, and our responsibility is to support you by providing education and having information available so that you'll be better-informed when making your decisions.

The first decision is whether to have sex in any specific instance, and it's important you recognize this explicitly *as* a choice, and one to be made carefully. Our contribution of "minimum must-know practical information" to whatever additional personal criteria you choose to apply, is that abstaining from sex prevents you from being at risk of contracting sexually transmitted disease, and of unintended parenthood. Conversely, if you engage in sex, you will be at risk. That risk will be greater or lesser depending on your subsequent decisions in the specific instance, but understand that you will not be able to guarantee prevention.

If you choose to have sex, your subsequent decisions will determine your relative risk. Using latex (e.g. a condom) will decrease your risk, and using it properly will decrease it further. To help encourage you to decrease your risk by using a condom, one part of this AIDS/STD Awareness program includes making condoms easily available to all students. Each Entry tutor has a supply of condoms from which you may get free condoms in confidence, either directly or via some other method devised by your Entry. Note, though, that the condoms we distribute are not meant to be a substitute primary supply; instead consider them available as a "fallback" if you've run out of your own and find you need one. We expect that if you choose to be a sexually active adult that you accept the associated responsibility for arranging for whatever form(s) of STD prevention and birth control best meet your needs.

To encourage you to decrease your risk even further by *proper* use, educational programs on this subject will be scheduled in the house to help you.

These policies are topics of ongoing evaluation and discussion among tutors and housemasters in the MIT residence system, so so if you have an objection to or comment about this policy, please discuss it with your Entry tutor or the Housemasters.

## 4.4 Gravity

The Mac tower provides a great view as well as the opportunity for a range of mischievous activities, such as the annual "Gravity Demonstration". As many of you no doubt saw at the demo, the organizers go to great lengths and must take the unusual measures to ensure everyone's safety and to keep the grounds intact.

Unfortunately, testing gravity in this way at any other time, without the special precautions, is simply too dangerous to not comment on here. For the sake of safety of those on the ground, and of Mac residents who live below you, stuff should not be thrown from tower windows (a.k.a. "towered"). This includes water, since when it gets into open windows it ruins residents' papers and books.

Also, those of you living in the tower will notice that tower windows on upper floors are fitted with a window brace which allows the window to open only so much. You should know that if some problem calls official attention to these tower windows and your brace is found removed or otherwise defeated you might face a hefty fine.

## 4.5 Hacks

MIT students have a glorious reputation for hacks, both large- and small-scale, which people recognize as adding to the school's character. Everyone loves a good hack; nobody likes a malicious or destructive hack. It is in the tradition of hacking that no damage is done to property and no one is hurt. If you do a hack on a friend, it should be one that your friend will hopefully appreciate. That hack done to someone who is not your friend, however, may harass the person. Think before you act! If someone is really bothered by what you're trying to do it's time to back off. If you're hacked yourself, take it in the spirit in which it was given.

## 4.6 Harassment/Hazing

Harassment can be very disturbing and humiliating for the victim, and runs counter to the whole concept of a living group being a community of adult men and women respecting one another's rights and limits. It's not tolerated at MacGregor (or MIT at large). If you are experiencing harassment within our living group, all the tutors and housemasters are available to advise you informally in how to deal with a situation on your own, to intervene to help stop the harassment, or to direct you to other resource persons on campus.

The most complete single collection of pertinent information available to those of us in the MIT community is a booklet called "Dealing with Harassment at MIT". It was first distributed in 1993, and contains actual practical information not only for complainants but also for respondents and for complaint handlers.

You should also be aware that "hazing"—"conduct or method of initiation into any student organization which willfully or recklessly endangers physical or mental health or safety"—is actually a crime in Massachusetts. This is considered serious stuff, and a victim of hazing should make sure the incident is reported to the Campus Police.

## 4.7 Health

**First Aid:** Your Entry tutor has a first aid kit provided by the Deans' Office for your use. It contains small bandages, gauze pads, burn cream, other assorted first aid items, and even an instruction pamphlet for you and your tutor to try and follow. If you need help call the CP's or the Med Center; MIT has a 24-hour emergency service you can go to. If your wounds are sickly or life-threatening, it's likely your tutor will encourage you to go to the infirmary anyway.

**Medical Problems:** You might consider letting your tutor and perhaps some of your friends know if you have any special medical problems. Obviously this is at your discretion, but it might make it easier for us in an emergency if we have an advance warning of what may occur. If you end up in the Infirmary, please be aware that nobody in the dorm will know you're there unless you contact us.

## 4.8 Housekeeping

### 4.8.1 Your own room

When you first move into your room you should find it containing the following items:

- a bed with mattress ("twin size, extra-long", which is 39" × 80"), mattress pad and pillow

- a desk and chair
- four to five wooden wall shelves (nominally, each room should have five)
- telephone and modular phone cord
- small wastebasket

If any of this is missing, put in a repair slip right away.

Decorate your room and your door! It's amazing how much personality can be added to your suite with just a bit of decorating. Permanent modifications are forbidden here, however; this particularly includes drilling holes in walls (especially the brick) or painting the bricks. Goof up here and it'll cost you, literally.

Porters don't clean personal rooms, so clean your own room when the time comes. The House vacuum cleaner (when working) is available at the desk, and your Entry may have one as well. You of course can live in as much clutter as you like, but if your room conditions are so bad that you attract roaches and/or ants to your suite, or neighbors are bothered by its resulting distinctive fragrance, they become a community health hazard. It has been found that the number of roaches in a room is directly proportional to the amount of filth in that room, especially food.

When you move out it will be expected that you leave the room with all the accessories you found in it when you first moved in, and you can be billed if stuff is missing. (Remember, you're borrowing the room from future Mac residents.) Also, your room should not contain a bunch of junk when you leave; anything you want to store should go into suite closets or the House trunkroom in the basement. If you used double-faced adhesive strips or something similar to hang things it's considerate to remove its remnants from your door and walls before you check out.

Since lounge furniture is intended to be available for use by all in the common spaces, it's inappropriate to smuggle it into personal rooms.

#### 4.8.2 Lounge Areas

The lounges in each suite are fine places for studying or hanging out with friends. Since many people use the lounges each day, it's easy for the place to become a mess, and it takes a bit of effort to keep these common areas clean. Be sure to clean up your garbage, food, and food containers. Since the porters don't clean up the lounges every day, your litter could be there a while, attracting roaches as a side-effect. (also see Section 4.9 "Lounge Events")

#### 4.8.3 Welcome to Your Suite Kitchen

**Fridge & Freezer:** Your fridge keeps things chilled by letting cold air (in part from the freezer section) flow above, below, and around your food. So if so much stuff is crammed in that this air flow is blocked, you may find your fridge not working very well. (also see "A word about suite fridges" in Section 4.11)

An open box of baking soda makes a fairly good odor-eater.

**Stovetop:** When the catch-pans underneath the burners are left uncleaned, the food carbonizes and bakes on the next time the burner is used. Then your suite and whatever food you try to cook smells like burned food, and eventually you'll get enough smoke to trigger the smoke detector, just to add to your irritation. Plus, after food has been burned on, the only way to really get it off is steel wool and a lot of scrubbing. The



way to prevent this is to wipe up spills and overflows *including* the catch-pans after the burners have cooled off, before the next person tries to use it. It also helps to line the catch-pans with aluminum foil and replace this lining periodically.

You can lessen the chance of accidentally dumping your saucepan of whatever you're cooking onto the stovetop and burners by turning your pan "inward", so the handle isn't hanging out over the edge.

While on the topic of stovetops, note it's unwise to leave the kitchen unattended when burners are on, and remember that water is *not* the right way to put out a grease fire. This is because the water just lifts up the burning grease, which can then float around and spread out with even greater enthusiasm, and also spatters the fire all over whoever's pouring in the water. Instead, use a fire extinguisher (you should find one near each kitchen). And the very moment you feel a fire is out of control is the moment to pull the alarm.

**Sink & Garbage Disposal:** You can help keep your trash from getting more gross than necessary by using the so-called "garbage disposal" built into the drain of your kitchen sink to dispose of soft foodstuffs instead, but if you use this method you do have to remember to actually run the disposal unit! Hard things like bones, pits, etc. still need to go into trash, since they can jam and damage the disposal unit. With the kind of stuff you're throwing down there your drain can start to get a little smelly, especially on warm humid days, so here's another case where the odor-eating capability of baking soda can come in handy.

A bigger problem with sink drains is grease clogs, and this is why it's a bad idea to try and dispose of *any* kind of fat down your drain. Invariably, the fat just accumulates as a continuous coating along the inside of the drain pipes, eventually growing thick enough to close off the flow and presto, you have a small lake in your suite kitchen. Instead, collect fat and grease in an empty discarded can, then you can return it to the trash after the contents have cooled and hardened.

**Air:** The "exhaust fan" above your stovetop doesn't actually "exhaust", since there's no ventilation system in MacGregor for it to exhaust into. What it does do instead is draw air through a filter, which helps a bit, but won't be adequate for a really smoky or smelly situation. If you need to air out your kitchen area your best bet is probably to open several (i.e., more than one) nearby windows and hope you can get some circulation going that way. Please make sure any smoke detector disconnected is plugged back in and operating after the hall air has cleared out.

**Keeping it all clean:** For many of you, dorm life will be the first time you have to deal with keeping your own kitchen clean. This isn't exclusively an aesthetic concern either, since inadvertently food-poisoning your suite and the friends you cooked dinner for is likely to be considered a bad thing.

Note that the porters *do not* clean suite kitchens! Kitchen cleanliness is a particular issue because there is a sizable cockroach population in MacGregor. To avoid attracting roaches to your suite, and the subsequent ire of your suitemates, it's important to clean up after yourself in the kitchen. Wipe down the countertop and stovetop when you're finished to avoid accumulating grease spatters and other "stovetop seasoning" that roaches

just love. If you cook grease-spattering stuff frequently you can save yourself cleaning time by getting a screen cover for your frying pan. Note that standing water left on the countertop can seep in next to the wall and under the sink and rot the wood from the inside, and the bugs will happily move in there—the thought of your kitchen counter and cupboards as a roach condo is not a pleasant one. Leaving unwashed dishes overnight is practically putting up a sign saying ROACHES WELCOME HERE.

Bacteria, being smaller than roaches, are content to take up residence in your grungy dish towels, sponges, and even potholders if you don't launder or replace them frequently enough. (Eeewww!)

## 4.9 (Suite/Entry) Lounge Events

When you'd like to use a suite/entry lounge for an organized "event", a bit of effort on your part beforehand can prevent your creating bad feelings among your neighbors later on. You'll want to check with everyone in the suite to make sure that you can find out about, and adjust to, any objections. It need not be said that you're also responsible for getting people to clean up afterward; don't leave extraordinary messes for your neighbors and the porters.

Since the lounges are suite and Entry common areas, it can be rude to exclude residents from the use of their own lounge by holding a "closed" event there. If these common areas of the Entry aren't appropriate for your event (e.g., perhaps you wish to restrict attendance to those on a guest list) the TFL or dining hall areas may better serve your needs.

## 4.10 Noise/Ruckus

**Decibels:** When something cool comes on the stereo, it's natural to say, "Turn it up" . . . Enjoy!

However, if once your tune is over your music is so loud that it bothers others when their doors are closed (they have no place to hide), it's time to turn it down. Also, feel free to ask someone politely to turn down their stereo. The same goes for loud idle chatter, cackling, giggling, and all-night bull sessions.

**Quiet Hours?:** Believe it or not, people here sometimes really do need to get in some studying or occasionally catch some shuteye. There's no "official quiet hours" policy in MacGregor; for the most part this is left to personal responsibility (don't wait for complaints if you think you're making too much noise; consider requests from your neighbors). If you can't work out a noise problem, you can contact a Judcomm member or an Entry tutor to help settle the matter. To give you some feel for a "reasonable" starting guideline based on experiences of students and tutors in the various Houses, an "unofficial agreement" guideline in much of the system seems to be midnight on school nights and 1:00 a.m. otherwise.

## 4.11 Suites/Suitemates

**Clearing the Air with your Suitemates:** Nearly all the regular student rooms in MacGregor are singles, arranged in suites with common kitchen, lounge, and bathroom areas. Though strictly speaking this obviates some "roommate problems", you're still in a communal living situation, and your rights and preferences with respect to common areas

must be exercised in a way which will not interfere with the rights and preferences of your suitemates. Cooperation is required from all involved to be successful—you and your suitemates must set some personal priorities, decide how flexible you wish to be, and determine what is acceptable for everyone.

When you first see your suitemates at the start of the school year, be sure to discuss a few things that may help you all survive until May. Tell each of your suitemates that s/he should feel free to tell you (politely, we trust) if something you do in/with the common areas is bothering him/her and vice versa. Set policies for cleanliness in the suite kitchen, personal vs. group food in the suite fridge, sharing kitchen utensils, allocation of closet storage space, and overnight guests in the lounge (it's preferable to find a place in someone's room, if possible). It's most important to "clear the air" and say these things out loud—**don't assume it's understood!!!** It's better to know how everyone feels about an issue *before* problems arise, and when difficulties do arise, to deal with them before they get out of hand. Things get much harder to straighten out when negative precedents have already been set.

If you're *not* in a single and have real roommates, everything here goes double. Add to the list of issues to chat about "up front": studying in the room, habits, overnight guests in the room, sharing larger or smaller items, friends in the room.

If you can't work out suitemate/roommate problems yourselves, the Entry tutors and Judcomm members are available to help mediate disputes.

**A word about suite fridges:** A suite fridge has the characteristic that, left on its own, all available space will eventually be occupied by containers of expired/moldy/rotten food that won't get thrown out because any given user of the fridge assumes that someone *else* in the suite must be saving them. (For a classic treatment, track down a recording of George Carlin doing his "Icebox Man" routine.) There are several strategies for dealing with this phenomenon; the basic trick is to collect your suite together after everyone's moved in and devise something that works for your own situation.

## 4.12 Safety/Security

**Boston at Night/Memorial Drive:** The Boston skyline is stunning at night, and Memorial Drive may seem like a great place to take an evening stroll. Not the best idea. Memorial Drive is known for its shady characters—thieves and muggers have been known to hide behind the bushes lining Memorial Drive, all the way from Ashdown House and McCormick through Next House (and also to operate in Westgate parking lot, which is now fenced-in and uses a card-key system). There are also incidents of cars stopping suddenly with someone jumping out to mug a pedestrian, then speeding away. For your own safety, walk along Amherst Alley instead of Memorial Drive. Similarly, late-night runners should avoid the poorly lit areas like the "bridge circuit." Try to travel with others when walking off-campus at night to restaurants, fraternity parties, etc. If you are traveling alone to or from a remote area (on campus) during the hours of darkness after 3am (when *Safe Ride* service ends) an *on-campus* escort by a CP officer is available by phoning x3-2996.

**Locking your door:** Larceny is a tremendous problem on campus in general. The majority

of thefts that occur each year on the MIT campus are crimes of opportunity, and a locked door is the first deterrent against unwanted strangers. So it makes sense to keep your door closed and locked when you're not in, even if only going to shower, or to chat with a friend (remember that short conversations sometimes drag into hours).

**Front Door and other outside entrances:** MacGregor House is unusual among the dorms in that the design of the building virtually requires multiple outside entrances: there are 4 card-key entrances at ground-level, including the front door, and then 5 more on the low-rise arcade level. All these outside entrances to our home here are locked to (in theory) exclude all but residents, and the card-key system has obviated the problem of unauthorized keys floating around. The only way an intruder can gain access now is if a resident lets them in, and each of us needs to make sure that doesn't happen.

The front door is monitored by the front desk, and as such is the *only* entrance to MacGregor with official human oversight. It is explicitly part of the desk worker's job to exercise control over all non-residents admitted to the building through the front door, to ascertain to their satisfaction that a non-resident has a valid reason for being in the building, and to alert the appropriate authorities if it seems like someone who shouldn't be in the building got in anyway. (One of the side-effects of being a desk worker is you actually come to recognize nearly everyone who lives in the dorm!)

Note that the desk worker is not *obligated* to let *anyone* in! In particular, if you start trying to routinely use the desk worker as your own personal valet door-opening service, you will quickly become known as an Obnoxious Person. Use your key card!

- If someone hovering outside the front door waits for you to unlock the door and then follows you in, alert the desk *right away*, so there's no question as to whether the person was "with you" or not.
- At entrances that aren't the front door, **Do not admit anyone you do not know, or who you're not convinced isn't a security risk.** This is *your* home, so like the desk, you also are not obligated to let anyone in. Use your judgment, and please, if there's any question at all, refer them to the front door instead and let the desk deal.
- When you yourself are entering somewhere other than the front door, be alert for anyone that might be waiting to slip in behind you. If someone does seem to be waiting there and you're uneasy about setting up a situation where you might have to confront the someone after letting yourself in, you can always change your plan and enter through the front door instead.

**Solicitors:** There is a **No Trespassing** sign at the front of MacGregor House and all the Institute buildings. Anyone soliciting in MacGregor House has a great opportunity to steal from you and your neighbors. If you see such a person, **call 100 for the campus police**—they'll get them out of the building and ensure they don't just move on to the next dorm.

## 4.13 Serious Studying

More than 85 percent of the students who enter MIT as freshmen complete their undergraduate studies and receive an MIT degree. We figure it's unlikely you'd want to be part of the other

fifteen percent! Though getting through is not an easy task, there are many resources available to help you. Upperclassmen frequently make the best advisors since their personal experiences are often quite similar to your own. Sometimes a tutor can be helpful, if you find one with expertise in the area you need. Freshmen, even though you aren't on grades, remember that you still need at least a "C" to receive a "P." To find a place to study, keep in mind that the "seminar room" across from the main elevator lobby may be a nice quiet area if your room or the suite lounges aren't. Before you get really swamped, keep an eye out for workshops hosted by the Undergraduate Academic Affairs Office (7-104). Occasional breaks like Entry circuits ("Tours d'Entry") or short waterfights can help keep you sane too.

#### 4.14 Smoking

Given the lack of vents and air circulation in MacGregor, it's not possible to smoke in common areas (halls, lounges, stairwells) without adversely affecting others. If you choose to smoke, please do it in your own room with the door closed and the window open.

#### 4.15 Study Breaks

Every now and then, your friendly Entry tutor will whip up some yummy non-ARA treat to encourage you to gather for a break from studying. If someone asks you to bring back some food because they're too busy studying, well... doesn't that sort of defeat the purpose of these gatherings? If you have any dietary restrictions or preferences, please inform your tutor.

**"One Piece of Garbage at a Time":** If you buy yourself a plate, bowl, spoon, fork, and knife for your use at study breaks, your tutor won't need to keep buying paperware and plasticware. This will leave more budget for actual food, and cuts down the amount of trash generated.

#### 4.16 Things Taken Very Seriously

Certain things are not tolerated in the dorm.

**Dangerous Things:** For example, weapons and firecrackers/works will be reported to the housemasters and other authorities, and can be immediately confiscated.

**Pets:** In the past there have also been huge problems with non-caged non-fish pets (e.g., cats rendering areas unusable by urinating to mark off territory)—it is precisely because of these huge problems that the regulation prohibiting the keeping of pets in Institute Houses exists. Be aware that if your pet annoys anyone with mess or smell, the regulation *will* be enforced and your pet will "go away".

**Fire Alarms:** Finally, do not pull a fire alarm unless there is a fire. Firefighters *have* been killed responding to false alarms! And besides, false alarms cost MIT several hundred dollars.

Note that when an alarm is pulled and the Cambridge Fire Department arrives at an MIT building, they are legally responsible for the area (which is why they get upset if they see anyone not evacuating during an alarm). They also have complete control of the

area; failure to leave the building and obey orders of Fire Officials can result in arrest and prosecution.

Though the Safety Office conducts fire drills, it seems many residents are unaware that our staging area after evacuation is New House,<sup>1</sup> and instead evacuate only as far as the courtyard and arcade across from the MacGregor front door. The problem is, for a real alarm, fire equipment and personnel will come barreling down Amherst Alley (so we can't stand in the street), and once they arrive, residents in the courtyard or arcade could be in the way of things.

## 4.17 Water

**Sprinkler System:** The sprinkler heads you see are attached to pipes filled with pressurized water. At the head there's a thin heat-sensitive clip designed to break if the room temperature gets too hot, which releases the water to douse the fire. The water flow also automatically triggers the building fire alarms. Of course, if the clip (or pipe) breaks for any reason, the pressurized water will spew out, and many personal items can and will be damaged from the ensuing flood. So be especially careful to stay away (i.e., don't hang things) from the sprinkler head!

**Waterfights:** It's important to remember a few things during rough and rowdy events so people don't get hurt and property doesn't get destroyed. It is inappropriate to involve anyone who does not want to participate—note that this includes not getting people's rooms, doors, or lounges wet. Water guns and “nerd-killers” are cool for indoor use, but larger containers such as water balloons and buckets should only be deployed outdoors. Soaking carpeted areas irritates people since things get moldy and smell bad for a long time afterward, so don't soak the lounges or underneath doors. Roughhousing in the stairwell, especially a wet one, runs the risk of serious injury from slipping and falling. Mop up afterwards.

## 5 House Government

MacGregor House Government is the student organization established to represent the collective interests of MacGregor residents. House Government resolves House issues, administers the House budget, and represents MacGregor to the rest of the MIT campus and administration. For details of the House Government structure and mission, consult any House officer or the Constitution of the MacGregor House Committee.

### 5.1 HouseComm

**Meetings:** MacGregor House Committee meetings are conducted weekly by the House President and are open to all residents, though only Housecomm members may vote. Each entry is officially represented on Housecomm by one Entry Chairperson who may vote for his/her entry regarding House issues. Additionally, there is a “Low-Rise Chairperson-at-Large” to bring the number of low-rise representatives up to five, the number of

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<sup>1</sup>except if they're evacuating too, in which case we go to Burton

representatives in the tower contingent. The Vice President, Secretary, Treasurer and Chairpersons of the various subcommittees attend the meetings to report on their activities and discuss future events.

Meetings are currently held Wednesdays at 10:00 P.M., and each week the meeting is held in a different entry lounge (announced ahead-of-time, so you can find it).

**Avail yourself of House Government!** Each semester, the “Who’s Who List of MacGregor” is published in the the *MacGregor Gazette*, the monthly House news publication. This list includes the names and numbers of all House officers, Entry chairs and committee chairs. The people on this list should be approached by phone or in person whenever there is a suggestion or concern about anything in the House or an issue on campus.

We call your particular attention to the Judicial Committee (“Judcomm”) as a useful body which can assist when student or Entry conflicts arise, including a situation in which you feel for any reason that bringing in a tutor, the housemasters, etc. may not be necessary or appropriate at the time. MacGregor Judcomm consists of a chairman and 3–4 other members, no two of whom reside in the same Entry. It deals mainly with disputes between students and damage to House property. If you need help with this type of problem, don’t hesitate to contact any member of the committee! Try not to unnecessarily wake someone up for a routine matter, but Judcomm members are strictly speaking on-call for you at all times in case there’s something serious.

In addition to “Who’s Who,” House Committee publishes weekly Minutes describing the decisions and actions of the Committee for that week, which your Entry Chairperson will post in your entry. Past House Governments have made great improvements for the house and have been a strong voice for MacGregor throughout the campus because residents have utilized them as a resource!

## 5.2 Getting Involved

Attending some Housecomm meetings just to see what goes on is a fine idea! Beyond that, there are several ways to more actively involve yourself in House government. An excellent way to get started is to assume some responsibilities within your entry and run for Entry Chair. Another approach is to attend the House Organizational Meeting on the “First Sunday of the Spring Semester” (from House Constitution) at which all of the subcommittee chairs are elected from among those present. Some positions such as Secretary and Treasurer carry more responsibility and authority than others; thus, there is sure to be one that is right for you, depending on how much involvement you are looking for. With some experience in House government (or even without any!) you may want to run for one of the elected positions (President and Vice President). Involvement in House government is great experience, a good way to meet a lot of people in the house, and is essential to the future of the house!

## 5.3 House Decrowding Policy

Crowding **sucks!** In the preliminary findings of the MIT Student Life Survey, forty percent of the students answering rated it as a serious or very serious problem, and more than two thirds said that overcrowding adversely affects academic performance to some extent. Here in MacGregor House it’s an even greater problem because we have all single rooms, and it’s

simply not possible to add an extra person to a regular room. Instead, suites are forced to give up their suite lounges which are then temporarily converted into double rooms. Nonetheless, sometimes MacGregor is assigned more frosh than there are regular rooms available for.

Crowding is not a happy situation for either the crowded residents themselves, nor for the rest of the suite who've lost their lounge; therefore, getting crowded residents out of living in the lounges and into regular rooms as soon as possible is a very high priority! Over the course of the year, a few regular rooms typically open up. When a room opens up, the process of decrowding someone into the empty spot will be administered by the House Room Assignments Chairperson.

## 6 House Facilities and Services

### 6.1 MacGregor Front Desk (telephone: 253-1461)

MacGregor desk is open seven days a week, 8:00 A.M. through 2:00 A.M., including vacations and holidays. The desk is staffed by student employees and provides the following services:

**Bank and Postal:** Change is available for laundry and vending machines. Twenty-nine cent postage stamps are also available.

**Campus Information:** Telephone numbers for residents, restaurants, dormitories, independent living groups, taxi service and local stores are available. Also watch for campus police bulletins, campus events flyers, store catalogs and restaurant menus.

**Copier Service:** The photocopier at desk is a very useful and versatile machine (when it is working!) Copies are ten cents each. On a good day, it will make enlargements and reductions.

**Mail and Mail Forwarding:** Every resident receives a mailbox (in the lobby) corresponding to their room number. Note that mail is routed to your mailbox by *name*, not by room number, so if for some reason mail might come for you under an "alias" different from the one on your check-in card, be sure to alert the desk! If you forget your mailbox combination, ask the desk worker to look it up for you.

Mail is forwarded during summer break and during any extended vacations such as Christmas and IAP. Just remember to leave your forwarding address at desk or call desk once you get where you are going.

Packages may be left at desk for UPS pick-up, but be sure to leave adequate postage as desk will not cover the difference!

**Seminar Room and Music Room Reservation:** The seminar room (across from the elevators in the lobby) can be reserved for study sessions or other events. During busy periods (i.e. finals week) reservations may be limited to a two- or three-hour duration. The Music Room is reserved in the same way.

**Stuff You Can Check Out Using Your ID:** All the following services are available to you when you leave an ID of some kind at the desk as collateral security (student ID card,



driver's license, bank card, etc.; beyond a student ID, which is always accepted, precisely what's acceptable for any given item by any given desk staff is somewhat at their discretion):

**Access to House Facilities:** Keys for the basketball court, Alumni Weight Room, music room, darkroom and BBQ pit. You're responsible for the condition of the facility!

**Equipment Check-Out:** Recreation room equipment (i.e. pool cues and balls, foosballs, etc.), a range of sports equipment (i.e. volleyball net, volleyball, basketball) and four-wheeled carts for moving. Such equipment becomes the responsibility of the person who checks it out and must be returned in good condition.

**Movie Service:** MacGregor has established a respectable collection of VHS movies which are available for private viewing.

- Only current MacGregor residents (students, tutors, and housemasters) may check out movies.
- The borrower must leave a valid picture ID at desk, and will also be required to make a \$1 contribution to the buy-more-movies fund.
- No person may check out more than one video at a time.
- Movies are checked-out on a "first-come, first-served" basis only; reserving movies is not done.
- A movie may be checked out until the desk closes, or overnight, but all movies checked out are due the next day before 7 p.m. (no exceptions!)
- Notes on fines:
  - Fine for not returning a tape on time is \$2 per day late.
  - Fine for failing to rewind a tape is \$1 per tape.
  - No fine will be assessed for minor damage (being defined as tracking errors, normal wear-and-tear, etc.) as long as the tape is still "watchable".
  - Penalties for loss or major damage, up to and including the new replacement cost of the tape, will be enforced by the video chair, and when necessary, Judcomm and Housecomm.

(note that the buy-more-movies fund benefits from those who fail to return movies on time!)

Questions, comments, and complaints should be directed to the video chair.

**Spare Key Check-Out:** In the unfortunate and embarrassing event of a lockout, you may check out the spare key for your own room at desk using your student ID card. The key can be checked out for up to three days, but since there is only one spare for each room, it is best to return the spare before it also gets locked in the room!

## 6.2 MacGregor Spaces for Your Use

**Open Spaces:** The courtyard, TFL (for "Tastefully Furnished Lounge"), lobby, and recreation room are open to any resident throughout the day for studying, recreation or other events. Note that the TFL must be reserved ahead-of-time for large gatherings. The House Social Chair maintains the TFL reservation list.

House laundry is always open but is for resident use only. Satisfied with nothing but the best for our dirty clothes, the MacGregor washers and dryers were replaced just this past summer. And if you discover a machine isn't functioning properly (washer doesn't run, no heat in a dryer, etc.) put in a repair slip *and also* tape a note on the machine itself, so that other residents know not to feed it more money.

There are three bicycle areas in the dorm where you may lock your bike: indoors across from the laundry room, outdoors on the arcade under the H22 suite, or outdoors in the tiny rack on the east side of the courtyard underneath the concrete stairs. Whether on one of these racks (recommended) or not, please lock your bicycle in a location which doesn't impede residents' access to stairs, entrances, etc.

**Less-Than-Open Spaces:** The Alumni weight room, basketball court (basement B2 level), music room and seminar room and BBQ pit remain locked but are accessed by checking out a key at desk. The Music Room and Seminar Room must be reserved at desk while the BBQ pit reservation list is maintained by the House Social Chair. **If you've checked out the key for one of these facilities, you are financially responsible for the space and all materials therein, and therefore liable for any and all damage or losses during the period while you have checked out the key!** It is recommended that when using these facilities, cover your own @\$\$ by generally checking that the space is ok and that the equipment is present and undamaged. This means that if something is damaged or appears to be missing, immediately leave the space and return the key to the Desk with an explanation of the problem. The Desk will then notify the appropriate student chairman. This is the only way you can prevent yourself from being held financially responsible for damage or loss there that actually occurred *before* you checked out the key.

For the weight room specifically, there are multiple weight room keys available, therefore everyone present in the weight room should either have a key themselves or be the guest of a MacGregor resident *who is present and has a key*. Regardless, everyone should have their name listed in the weight room key check-out log at Desk. Residents will be able to check out keys overnight or for any length of time, but **remember you are responsible for any problems occurring while a key is checked out to you!** While in the weight room it is recommended that you verify that everyone else in the weight room has signed in at desk by asking to see their green key tag. If they don't have one and refuse to obtain one, immediately notify the desk worker and sign your key back in at Desk. Once again, you are responsible for all materials in the weight room including their orderly organization, so it's in your best interest that everyone in the weight room have checked out a green key tag. If you have questions or suggestions about the weight room, contact the House Athletic Facilities Chair. And remember ... "We're going to pump (*clap!*) you up!"

**Restricted Space:** The House Darkroom is available only to those residents who have been trained in its use by the House Darkroom Chair and have been placed on the Darkroom key list at desk. New darkroom users are invited!

## 6.3 VCR and Stereo

The VCR and stereo may be reserved by any resident by contacting the House Social Chair.

## 6.4 Vending Machines



Soda, juice and candy machines are located in the lobby. The drink machines are maintained by the House Soda Chair.

## 6.5 Dorm Maintenance

Yellow repair slips are available in a box adjacent to the front desk. These are used to express a range of maintenance related complaints such as “My heater doesn’t work”, “The water coming out of my sink is brown” or “The roaches won’t let me back in my room . . . no, really!” Follow the directions on the slip and most minor repairs will be addressed that same week. For more serious or emergency situations, see Table 1 (page 24) under Emergency Repairs.

## 6.6 Recycling

The Institute has started an active recycling program which includes a curbside pick-up service early Wednesday mornings during the school year. For MacGregor House, a truck will pick up properly separated and packaged recyclables from the loading dock (by the dumpster, between MacGregor and New House):

- **Newspapers** (no phone books or magazines), **white paper**, and **cardboard** should be bound separately with string, or put in paper bags or boxes. Colored paper is *not* recycled by this company (some people just don’t seem to catch on to this one).
- **Clear glass** (no mirrors or drinking glass), **amber glass**, and **100% aluminum cans** (if a magnet sticks to it, it isn’t 100% aluminum) should be rinsed out and separated without caps. Glass has to go in blue bins or cardboard boxes (which you won’t get back).
- **Types  and  cleaned plastic** are also collected. It can be put in bins or plastic garbage bags.

Please be sure to rinse out your containers before leaving them in the bins so that we don’t attract roaches. (Somehow they can detect even only one dirty container hidden in a bin of clean ones.) It is up to each participating entry to decide as a community where and how to gather recyclables, and to dependably get them to the loading dock each week. Student volunteers from each entry participating will be needed to maintain the recycling program. A special program is also in place in which 5¢ returnables are collected in specially-designated boxes; those proceeds go to a homeless shelter.

Contact a Recycling Chairperson (see your *Who’s Who of MacGregor* list) if you have any questions about MacGregor recycling.

## 6.7 Computing-related facilities and services

### 6.7.1 Dorm e-mail lists

Steve Slivan has built two e-mail lists for us residents of MacGregor House, using information from the Entry Chairs. The first list is a “moderated” list and meets the need for getting out small amounts of House-relevant official information in a timely fashion (especially from our House manager Bob Ramsay, who sometimes doesn’t get a lot of notice from physical plant for things like emergency water shutdowns).

The second list, `macgregor@athena`, is a regular e-mail list available for longer and/or less strictly official (but presumably still House-related) postings. This list is not moderated, so keep in mind that excessively lengthy or frivolous (or obnoxious) messages sent here annoy a lot of your fellow residents in the dorm. If this list is misused, people will start pulling themselves off it, thus defeating the whole purpose of having the list in the first place.

On the other hand, if you believe your message would be appropriate for the official business list, you can submit it via the House president, or directly to `spatang@mitvma`. However, note that only messages consistent with the “official and short business only” intent will actually be passed on to the recipients; otherwise the message will be rerouted through `macgregor@athena` instead.

Having 2 lists means that, if you like, you can remove yourself from the `macgregor` list without at the same time sacrificing your ability to receive information posted to the official-only list. To remove yourself from the `macgregor` list, type the following at the ATHENA prompt:

```
% blanche -d $USER macgregor
```

### 6.7.2 Printer

MacGregor has an HP LaserJet 4SIMX printer located behind desk. The printer is the same type found in most Athena clusters, and provides all of the same features (duplex, etc.). The printer has been loaned to us by Information Systems at no charge, but supplies such as paper and toner are funded by your house tax.

The printer is to be used for small jobs only! The idea of having it in the dorm is to allow us to proof papers, problem sets, etc. without having to walk to the clusters. The printer is not intended to be used as a copying machine or to print large volume documents. Usage of the printer *does not* deduct from your Athena print quota, or any other quota; instead, supplies such as paper and toner are paid for by *your house tax*. The House Government originally decided to allow free printing to MacGregor residents, given the understanding that this leeway be used responsibly. However, at times this system has been abused. As a result we are almost always out of paper and many people have not been able to use the printer when it was necessary. If abuse occurs, *a quota system will be implemented*. This would mean that you would only be allowed a small number of printouts per year, after which you will be charged per page. This type of system will be cumbersome for everyone, so it is best avoided. Please use your discretion. In any case, save excessively large printing jobs for the public printers.

To print to our printer (`macgregor.mit.edu`) from any Athena workstation or dialup machine, use the standard command:

```
athena% lpr -Pmacgregor <filename>
```

The same command can be used at the DOS prompt on DOS machines connected to MITnet running LAN Workplace.

From a Macintosh computer connected to MITnet, the printer (`jackson-sux`) can be selected from the Chooser in the “DORM-MACGREGOR” Appletalk zone.

For further assistance, please contact a MacGregor Residential Computing Consultant.

### 6.7.3 WWW home page

A homepage for MacGregor House has been set up on the World Wide Web.

Using Mosaic (or any other web browser), open:

```
http://www.mit.edu:8001/afs/athena.mit.edu/activity/m/macgregor/Web/MacGregorHomePage.html
```

Please note that this may be moved to a different machine in the future (although we'd like to keep all of the files in AFS-space).

Documents currently available there include the *Who's Who of MacGregor*, the current *MacGregor Gazette* (with back issues to come later), minutes from HouseComm meetings, and more to come.

The page is currently under construction. If you have suggestions for additions to the page, please send email to a maintainer (identified at the end of the page).

### 6.7.4 Locker on ATHENA

In case you didn't know, there is also a `macgregor` locker on Athena. To access it, type:

```
add macgregor
```

And then look at files in `/mit/macgregor`.

If you have questions or suggestions regarding this locker, send email to `macgregor-request@mit.edu`

## 7 House Sports and Recreation

### 7.1 Sports

**IM Sports:** As a large co-ed dormitory on campus, MacGregor is active on all levels in nearly every intramural sport offered by the MIT program. Most entries will get together one or more teams for intramural sports. These may be recreational or competitive according to the interest in the entry. The House fields a competitive team drawn from all of the entries.

**House Sports:** The House Athletic Chair organizes competitive House tournaments in basketball, volleyball, soccer, hockey and any other sport for which there is enough interest. Entries submit rosters to and we play for the coveted House championships!

## 7.2 PARTIES!!!

The House Social Chair organizes periodic House parties, which sometimes are for House residents only, or more usually, are open to all campus. These parties generally feature a well-known local band and a wide range of refreshments. MacGregor is known throughout campus and throughout Boston for its two-day Winter Weekend celebration! Each entry provides workers for the parties—have you ever wanted to be a bartender? Those who drink alcoholic beverages at parties are encouraged to do so responsibly, and workers will be trained in alcohol awareness.

**Club Mac:** Club Mac is a weekly social event on Friday evenings where residents can gather for munchies, soda or a cold beer. Once a month, Club Mac is highlighted by a pizza bash which is very well-attended. Club Mac is a great way to meet fellow residents!

## 7.3 “Entry Night”

Last year, a brand-new House event was initiated during Winter Weekend: The MacGregor House “Entry Night” Talent Show! The Entries had great fun putting together funny skits, lip-sync, musical performance, choreography, and there were also acts that included folk dancing, torch juggling, and original poetry reading. Acts were ranked by an impartial panel of four judges and a total of \$1000 in prize money was distributed. The audience packed the TFL solid for what turned out to be some very impressive acts, and everyone had a great time!

## 7.4 Study Breaks, Brunches, and Dinners

**House Study Breaks:** Besides the Entry study breaks run for you by your tutor, several House-wide study breaks will be held for you as well, usually in the TFL. Look for tasty desserts, or sometimes healthy stuff too, but always for the good company! Some House Study Breaks are jointly run with the tutors or housemasters, and they may also sometimes be “topical,” to entertain or enlighten residents in some particular way.

**Brunches and Study Breaks at the Housemasters’:** Over the course of the academic year you’ll receive invitations from our housemasters; last year they were invitations to Sunday brunch at the Lippards’ and to evening study breaks at the Wilsons’. Sometimes the group invited will be a given Entry, sometimes it’ll be a larger group of two or three Entries, and sometimes it’s an assortment of residents chosen in some obscure (but completely equitable) way from all of the different Entries. This is a great chance to meet your housemasters and fellow residents, to discuss House or MIT issues, and to enjoy some tasty complimentary food!

**Dinners with Special Guests:** From time to time the Lippards’ and the House have jointly hosted several dinners attended by a noteworthy figure in the MIT, local or even national political, social or artistic community. In order to allow some in-depth conversation with the guest only a small number of interested residents can be accommodated at any one of these dinners, so keep your eyes and ears open for the announcements! And even then, when interest in a particular guest warrants, dessert can be handled as a House-wide study break—either way is a great chance to meet with and learn from our guests!

## 8 Student Employment at MacGregor

**Front Desk:** MacGregor Desk workers are residents employed by the MIT Housing Department. The Desk Captain, chosen from among the desk staff by the House Manager, is responsible for the desk student employment program. New workers are hired as needed at the desk organizational meeting at the beginning of each semester.

**Convenience Store:** MacGregor Convenience Store workers are employed by ARA Dining Services, the MIT food vendor. The Convenience Store Manager is a student in charge of the student staff and is responsible for hiring new workers as needed.

**Paid House Positions:** Due to the nature of their responsibilities, the Pinball/Copier Chair and the Soda Chair receive modest weekly allowances from MacGregor House.

Table 1: Some “after-hours” resources

Problem	When	Resources	Phone
Locked out of Room	desk hours	go to Front Desk	3-1461
Locked out of Room	desk closed	page the Night Watchman	3-1500
Emergency Repairs	business hours	page Nelson (Maintenance)	3-1461 (front desk)
Emergency Repairs	any other time	MIT Physical Plant	3-4948, “F-I-X-I-T”
Entry Disturbance	24 hours	any of the Entry tutors: Beth Ebel Saeed Tavazoie Jennifer Healey Tom Wagner Charles & Jennifer Jankowski Sandip Biswal Steve Slivan Tom Svrcek Russ Tessier	awake or not Rm. A221, 5-9370 Rm. B221, 5-9519 Rm. C221, 5-9389 Rm. D221, 5-9377 Rm. E111, 5-9219 Rm. F111, 5-9122 Rm. G121, 5-9121 Rm. H111, 5-9120 Rm. J111, 5-9101
More Serious Problems		Housemasters: Steve & Judy Lippard Associate Housemasters: John & Carol Wilson	5-9140 5-9135
	business hours	Deans’ Office	3-4861
	after 7pm	Dean-on-Call	3-1212
Personal/Other Issues	7pm–7am	Nightline peer help	3-8800
	24 hours	MIT Psychiatrist on Call	3-1311 (medical)
	24 hours	GAMIT hotline	3-5440
	24 hours	Boston Area Rape Crisis Center	492-7273 hotline
	24 hours	Samaritans Suicide Prevention	247-0220 hotline