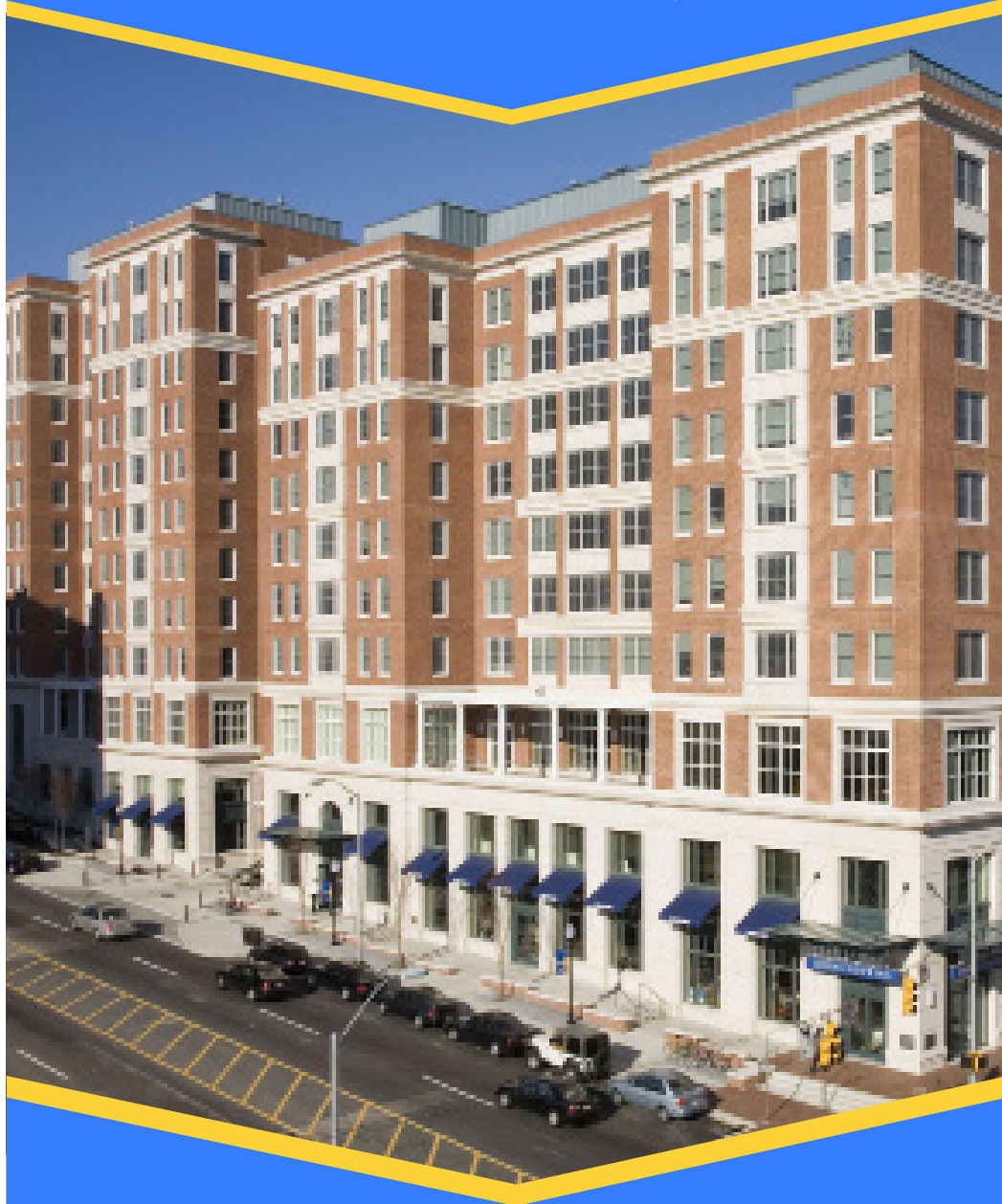


# Johns Hopkins University Summer Conference

Charles Commons Residence Hall  
Corner of North Charles Street and 33rd Street  
3301 North Charles Street Baltimore, MD 21218



Welcome to Johns Hopkins University!  
Summer is a great time to visit Hopkins and  
the city of Baltimore.

Johns Hopkins University provides a great experience for your summer camp or conference. Below is useful information to assist you as you prepare to arrive at JHU this summer.

## CHECK-IN INFORMATION

### Location

You should arrive using the North Charles Street entrance. Summer conference staff will be on site to greet you and make sure you get settled in for your stay. The summer conference front desk and check-in will be located just inside the main entrance.

### Access Card

Please refer to your camp/conference materials for your specific check-in and check-out times. Upon checking in, you are given a key and an access card used to gain access into the building. Your access card will also serve as a meal card if your camp/conference is scheduled for meals.

### Parking

You may park at the meters for short-term street parking to unload and check-in. Meters accept coins and credit cards. Depending upon your group's arrangements for parking, you may or may not be issued a pre-paid parking card at check-in. \*If parking is not arranged for by the group, then payment for parking in the garage would be your responsibility.\* Parking is available for summer guests and visitors in the San Martin Garage located off of San Martin Drive. Credit cards are accepted. Directions to this garage will be provided upon check-in.

### Directions

The Johns Hopkins Homewood Campus is easily accessible and within 30 minutes of the BWI airport. For directions, visit [www.jhu.edu/maps-directions](http://www.jhu.edu/maps-directions).

## Scheduling & Events Services



3400 North Charles Street  
Levering Hall Suite 102  
Baltimore, Maryland 21218



410-516-3962



[https://studentaffairs.jhu.edu/  
community-living/schedul-  
ing-event-services/](https://studentaffairs.jhu.edu/community-living/scheduling-event-services/)

# Charles Commons Facility & Amenities:

All residence halls are equipped with 24-hour security. Only guests attending a program and living on campus are permitted in the building after midnight. The following amenities are included:

- Air conditioned suite-style accommodations.
- Single bedrooms within 2 person or 4 person suites (2 people per bathroom).
- A courtesy phone is located at the summer conference desk for campus calls. Calling cards are needed for local and long distance calls. Phones are not provided in suites.

- Trash chutes and recycling bins on every floor.
- Coin-operated laundry facilities—\$1.50 per load to wash or dry.
- Study lounges as space is permitted
- Vending Machines and Game area.
- Information on local accommodations, area attractions, and restaurants is available at the summer conference desk.
- Kitchenette with stove-top and refrigerator. Kitchen utensils and accessories are not provided.
- Wireless Internet.

## What To Bring:

- Alarm Clock
- Cell Phone or Calling Card
- Umbrella
- Hangers
- Shower Caddy
- Comfortable Shoes
- Cooking utensils if using the kitchenette

## Prohibited in Residence Halls:

- Candles
- Smoking
- Altering rooms or rearranging furniture
- Attaching anything to ceiling, walls, or doors



## Linen Service:

Housekeeping staff work very hard to ensure rooms are prepared for guests and keeping the living environment in good condition.

What service should you expect in rooms?

Housekeeping will enter suites and bedrooms once a week for groups staying more than seven days. Staff will: empty trash in rooms, sweep kitchenette area, vacuum bedrooms and common living space, and clean the bathrooms. Look for information on your floor for a room cleaning schedule. We ask on room servicing days belongings are placed in one area of the room so staff can vacuum and properly clean the room. We also ask that trash is discarded in the trash chutes located on each

floor using the extra trash bags in the containers.

The following linen is provided in the room: washcloths, towels, sheets, blanket, pillow, and pillow case. All beds are extra long twin. There will be a linen room area where guests can discard soiled linen and pickup fresh linen. See front desk for the location.

Avoid bringing valuables to campus whenever possible. The University is not responsible for lost or stolen items. If valuables are brought, we suggest you keep those items out of sight in your room and locked away.

## Mail:

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There is a mail room on campus open with limited hours during most of the summer for guests to send mail and purchase stamps. (It is recommended not to have mail sent to guests staying in the residence hall for less than ten days. They may not be staying long enough to receive mail.) Any mail or packages received after guests are gone will be returned to sender. Mail is not distributed on the weekends. Mail should include the camp or conference name the guest is attending, the guest's name, and mailed to the address on the previous page. Please do not make a temporary address change to the residence hall if you are staying for a longer duration of time.



## Housing:

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Housing assignments are generally done based on genders. Except with specific circumstances, we do not house male and females within the same room/suite. Housing can only be provided to registered attendees of a program. Guests or spouses of a registered attendee cannot be accommodated in University housing.



## Front Desk:

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The Charles Commons front desk will be open 7am-12 midnight, seven days a week. Since there are no room phones, staff are not able to call and locate guests. In the event of an emergency, those calls should be directed to JHU Security at 410-516-4600.

## Check Out:

JHU is committed to increasing and supporting environmental awareness and consumption on campus, in the community, and abroad. Recycling and composting containers are located in the halls, on the floors, and throughout campus. We ask guests to assist us in our environmental consumption and disposal efforts during your stay on campus.

Before departing campus, please make sure the room is left in similar condition as when you arrived. Check your room to make sure items are not left behind. Any lost and found items will be donated or discarded if not picked up within 5 days of check out.

There is a \$125 lock change fee for any non-returned keys, \$25 fee for non-returned access cards, and \$10 fee for non-returned parking cards. Payment for these items will need to be made directly to the camp or conference. Staff at the front desks cannot accept cash for any reason, including parking permits. On behalf of Community Living, we hope you enjoy your stay at JHU!

# Summer Dining at Johns Hopkins University

Our commitment is to be one of the best  
campus dining programs in the country  
no matter the time of year!



## Meet. Dine. Community

Campus dining at Johns Hopkins has been designed to achieve a single goal: to be among the best campus dining programs in the United States. Our commitment is a year round endeavor and most certainly includes summer dining. You'll find the quality and variety offered at JHU campus dining far and above many other summer dining programs. We offer our students and summer guests a super premium program.

## DINING AT THE FRESH FOOD CAFE

### Hours of Operation

Breakfast:	6:30-9:30am
Lunch:	11:00am-2:00pm
Dinner:	5:00-8:00pm

\*Groups are given distinct meal times. Please adhere to your groups assigned meal times.\*


### Breakfast


- Fresh berries, cut & whole fruit
- A selection of cold cereals
- Breakfast breads and pastries
- Scrambled eggs
- Breakfast meats and meat alternatives
- Breakfast potatoes
- Yogurt, cottage cheese, and granola
- Pancakes, waffles, or French Toast
- Coffee, Juice, Tea, and Milk

### Lunch & Dinner

- Fresh berries, cut fruit and whole fruit
- Thumann's deli meats & cheeses
- Various breads, rolls, and toppings
- Homemade pizza
- Hebrew National Brand hot dogs
- Roseda 100% fresh never frozen ground beef burgers, veggie burgers, grilled cheese sandwiches
- A variety of french fries
- Fresh baked pasta and a create your own pasta station
- Hot entrée, vegetables and a starch
- A hot vegan entree, Self serve salad bar
- A wide selection of beverages
- A variety of ice cream novelties and housemade desserts

## OFFICE OF DINING

 3510 North Charles Street  
AMR II Ground Offices  
Baltimore, Maryland 21218

 410-516-3383

 HopkinsDining@jhu.edu

 [https://studentaffairs.jhu.edu/  
community-living/dining-programs/](https://studentaffairs.jhu.edu/community-living/dining-programs/)

# Dining at the Fresh Food Cafe

'All you care to eat' dining is offered to summer conference and camp participants at The Fresh Food Café (FFC). The FFC is the contemporary and comfortable all-you-care-to-eat dining facility located in the AMR complex on the University's main campus. With more than six distinct food stations, The FFC offers exceptional variety, quality and convenience. We will assign and confirm your group's dining meal times prior to arrival on campus.

## To-Go Program:

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Guests will be able to get a to-go box if they are in a hurry, wish to dine al fresco, or simply want to work on a group meeting with their peers at an alternative location. Our summer to-go program will provide the option for a to-go box, a beverage cup and single use cutlery (all compostables are to be discarded in any yellow compost receptacle on campus). Guests need to alert the cashier at the time of check in about their desire to participate in this program. Guests participating in the to-go program should not also be eating in the dining hall at the same time. They should be getting their to-go meal and leaving the dining hall.

## Smaller Groups:

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At certain times during the summer, we have fewer guests on campus dining with us. On those days, in the interest of efficiency, we will offer a scaled-down alternative buffet meal. This buffet meal offers our same great quality, with appropriately-scaled variety while still ensuring that we offer various choices to suit individual tastes.

## Outside Food Policy:

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For food safety and sanitation reasons, food that is not purchased, prepared or served by Hopkins Dining is not allowed in campus dining facilities at any time.



## Johns Hopkins Campus Catering:

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Bon Appetit can design a special menu for your event within almost any budget. You can count on exceptional food quality, service and presentation from start to finish, at every event. Call JHU Campus Catering directly at (410)516-4500 to plan your event.

## Boxed Meals:

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For special extenuating circumstances only, limited menu boxed lunches in lieu of dining hall lunches are available to your group. We cannot, however, provide individual boxed meals to individual participants. In order to ensure quality and timely delivery, a minimum of 48 business hours' notice is required. It is the group's responsibility to ensure that meals are kept adequately refrigerated or cold for safe consumption. Boxed meal forms can be obtained from Stephanie Sufczynski at: Hopkins-Dining@jhu.edu. Boxed meal forms must be returned to Stephanie by e-mail. Please note that boxed meals must be picked up by one or more of your group members. A \$5.00 service fee per meal will be charged for orders placed in less than 48 business hours. Please note, no orders will be processed within 24hrs.

## Meal Passes:

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Available for your special guests (e.g., one day attendees or speakers,) these passes are designed to provide you with the opportunity to extend hospitality to a guest in the form of a pre paid meal pass. Meal passes must be purchased at least 48 hours in advance for breakfast, lunch or dinner. Unused meal passes are non-refundable. Meal passes may not be used by your attendees in lieu of a regular meal plan. Passes may be purchased from Scheduling and Events Services by calling 410-516-3962 or e-mail Marcia Ekpaha-Mensah at mekpaha1@jhu.edu.

## Vegetarian Meals

Vegetarian entrees are available on the regular menu. The entrees may contain animal products (milk, cheese, eggs). Guests who prefer not to eat animal products may choose from vegan items offered on the regular menu and the salad bar.

## Kosher Meals

Locally fresh made and Orthodox Union supervised meals are available for breakfast, lunch and dinner for those who keep Kosher. Coordinators need to notify the office ahead of time to give enough time to order these meals before your group arrives. Additional costs apply for Kosher meals.

## Halal Meals

Hopkins Dining tries to accommodate almost all medical, cultural, religious and socially conscious diets in our Dining Program. In an effort to support students who require a Halal diet, we offer Halal protein options at the FFC. These options need to be specially arranged through our chefs. If you are interested in Halal protein options for the summer, please let us know by e-mail and we will introduce you to the appropriate chef.

## Allergies/Special Dietary Needs

Those with food allergies/special dietary needs are generally well accommodated in our facilities. The wide variety of menu options offered at each meal period makes it easy to customize a meal avoiding any problematic foods or food groups. The Fresh Food Café dining room is peanut and tree nut free. It is the responsibility of group leaders to notify Hopkins Dining of your attendees with allergies or special dietary needs to discuss an accommodation plan. As well, upon arrival at their first meal with us, it is important that attendees with allergies identify themselves to the dining hall manager.

## We are proud to share our local farm partners:

**Thumann's Brand** all natural Deli Meats and cheeses offering no antibiotics, glutens, fillers, nitrites or nitrates

**Hebrew National Brand** all beef hot dogs

**Roseda Beef** locally sourced, featuring 100% fresh never frozen 80/20 ground beef burgers.

**Murray's Chicken**, where free range and antibiotic free chickens, are locally and humanely raised

**Cloverland Dairy**, where happy and healthy cows produce the finest milk, processed in Baltimore City since 1919

**South Mountain Creamery**, humanely treats all of their chickens, delivering local farm fresh, free range eggs

**Profish**, who are dedicated to bringing the finest, freshest, and safest seafood while employing sustainable practices

**Licking Creek Bend Farm**, who believes that a sustainable food system starts with local farmers who know the needs of the consumers and can deliver high quality produce

**H&S Bakery**, founded in 1926, provides all of the high quality breads and rolls, using a classic European style of hearth baking

**One Straw Farm's** goal of farming is more than simply growing a satiable crop, but also the responsibility of safeguarding the integrity of the land they cultivate, while they provide a sustainable produce with a responsible ecological footprint

**Chesapeake Bay Roasting Company** starts off by selecting only the highest quality, specialty-grade coffees from coffee growing regions around the globe, ensuring that the cup quality will exceed your expectations each and every time you drink a cup

## Our Commitment to Sustainability:

- Water and electricity saving devices in our facilities
- Hand sanitizer for our guests at the Fresh Food Café.
- The use of reusable china and compostable disposables. Please ensure compostables that leave the dining hall make the full circle by placing them in a yellow compost bin.
- Operating trayless facilities, saving tens of thousands of gallons of water and thousands of pounds of food waste each year.
- A commitment to food procurement according to the Real Food Challenge Standards to reach 35% by 2020.
- All food waste from the FFC is composted. All attempts are made to divert waste from landfills by composting all food waste, recycling all used oil, cardboard, metal, plastics, and glass.
- Additionally, Hopkins Dining purchases from farmers who utilize reusable containers to minimize waste from packaging.