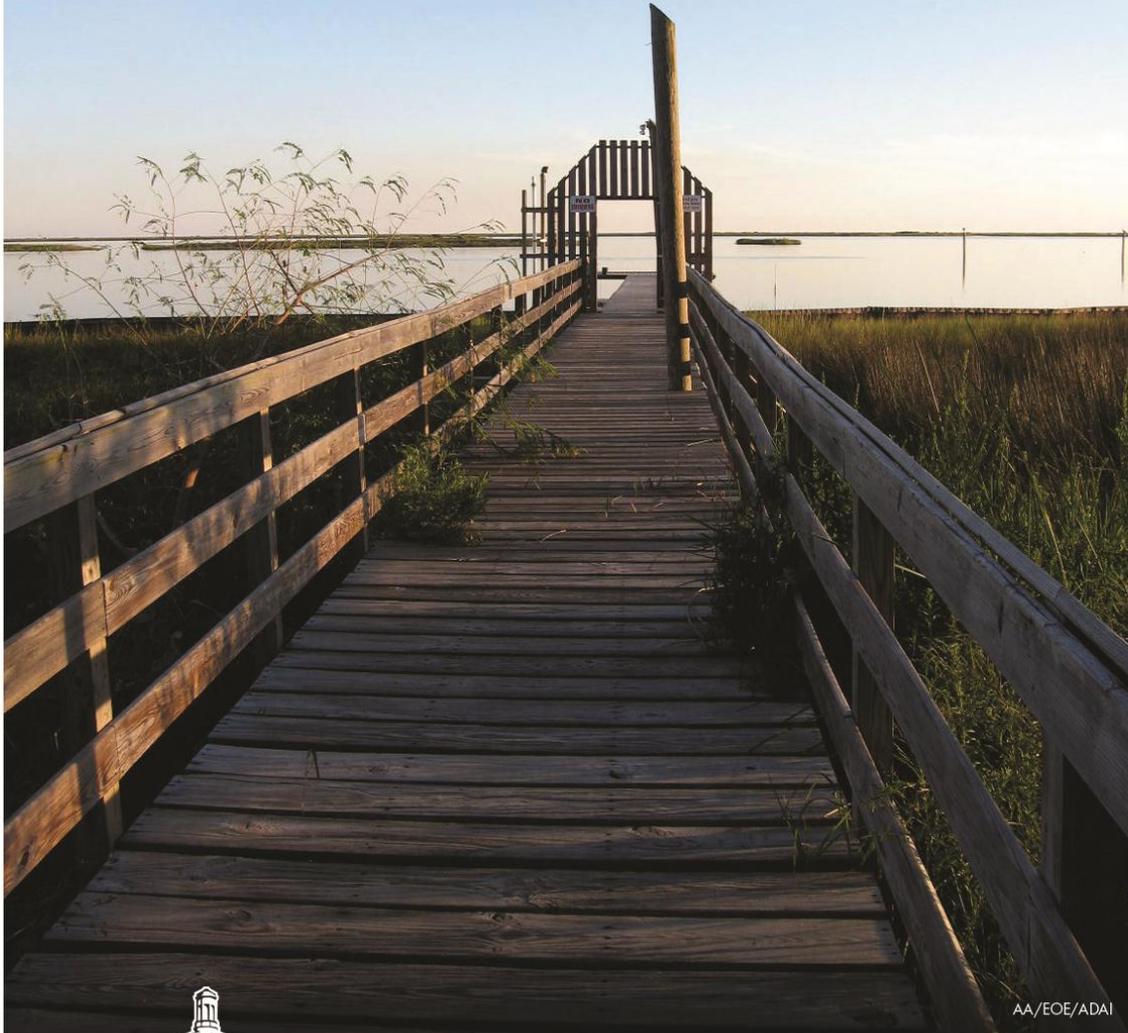


# FACILITIES HANDBOOK



AA/EOE/ADA



THE UNIVERSITY OF  
**SOUTHERN MISSISSIPPI.**

GULF COAST RESEARCH LABORATORY

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**CONTACT INFORMATION**  
**To Make Your Reservation:**

**College Affiliates/Non-Affiliates**

**Sam Clardy**, Coordinator of Undergraduate Programs  
Office Location: Marine Education Center (next to dorm)  
Hours: Weekdays 8:00 a.m. - 5:00 p.m. CST  
Phone: 228.818.8885 Fax: 228.818.8894  
E-mail: samuel.clardy@usm.edu

**K-12 Programs**

**Brandy New**, Administrative Assistant  
Office Location: Marine Education Center (next to dorm)  
Hours: Weekdays 8:00 a.m. – 5:00 p.m. CST  
Phone: 228.818.8833 Fax: 228.818.8894  
E-mail: brandy.new@usm.edu

**All Others**

**Angelia Bone**, Physical Plant Office Manager  
Office Location: First floor of dormitory, near stairwell  
Hours: Weekdays 8:00 a.m. – 5:00 p.m. CST  
Phone: 228.872.4208 Fax: 228.872.4276  
E-mail: angelia.bone@usm.edu

**Emergency Contact Numbers**

**GCRL Security (6:00pm – 6:00am weekdays; 24 hrs. weekends):** 228.872.4232  
**David Taylor**, Physical Plant: 228.806.7702 OR  
**Mike Funk**, Physical Plant: 228.806.7705  
**Chris Snyder**, Marine Education Center Director: 228.818.8883

**Community Emergency Numbers**

**Ocean Springs Police:** 228.875.2211  
**Fire Department:** 228.875.4063  
**Ambulance Service:** 800.259.1111  
**Ocean Springs Hospital:** 228.818.1111

**Gulf Coast Research Laboratory Address:  
703 East Beach Drive, Ocean Springs, MS 39564**

# GENERAL GUIDELINES

## Laboratory Grounds

- GCRL is a working Laboratory. We ask that visitors not venture into restricted access or experimental areas.
- The GCRL campus is equipped with closed circuit cameras for the safety and security of its staff and guests.
- Smoking is prohibited in all buildings on the GCRL campus.
- Alcohol, illegal drugs, and firearms are not permitted on the GCRL campus.
- GCRL is not responsible for lost or stolen personal property. Please keep valuables secure.
- The speed limit on campus is 10 mph. Please respect pedestrian traffic.
- When walking about the Laboratory grounds, please be mindful of hazardous animal and plant life.
- The GCRL staff makes every effort to assure that your stay on campus is pleasurable and worry free. Should you encounter problems with facilities while on campus, please contact appropriate personnel.
- The GCRL reserves the right to ask any visitor(s) to vacate the premises if unsafe or illegal behavior is observed. If a group is asked to vacate the premises, no refund will be given.

## Health and Safety

The Laboratory does not provide health services for students. A list of local medical providers is included with this document. Please be careful when walking about the laboratory grounds and the surrounding area. As with all natural environments, some hazards do exist. Cut feet and allergic reactions to the bites of fire ants have been the most common injuries sustained by GCRL visitors.

- Avoid cuts and abrasions by wearing appropriate footwear. Closed-toed shoes are **highly** recommended while on campus, and **required** on all GCRL field trips.
- The GCRL Pier and Harbor areas are available from dawn until dusk. **DO NOT** dive or jump from pier or harbor walkways. The water is shallow and serious injury could occur from sharp objects in the water.
- Suitable field trip clothes and personal care supplies will be needed (if applicable). In addition to shorts and swimsuits, visitors are encouraged to have long pants; loose, light-colored, long-sleeved shirts; polarized sunglasses, and wide-brimmed hats. Additional information on proper attire can be found in the **K-12 Program: Clothing** section
- Personal care supplies should include insect repellent, any needed medications for known allergies and sunscreen with an SPF of 15 or higher.
- Report all injuries to the Marine Education Center, Physical Plant or Security personnel.
- For safety reasons, minors must be accompanied by a chaperone at all times while on GCRL property.

## LABORATORY FACILITIES

### Dormitory

The GCRL 2-story dorm encompasses 9 suites (5 on 2nd floor, 4 on 1st floor) with 4 rooms per suite. Each room has 1 bunk bed and 1 single bed. Room 102B has 2 single beds and is ADA accessible. Please note that reservations are unavailable from Mid-May until the end of July because our Summer Field Program is in progress.

- Upon arrival, group will assemble in the Dining Hall for a short orientation. Keys will be distributed at that time and policies will be reviewed.
- Check-in time is between 3-5 p.m. CST. Check-out time is 8-10 a.m. CST.
- Quiet time is 11 p.m.-6 a.m.
- Maximum occupancy of the dorm is 107 individuals. Practical occupancy varies with gender distribution and program participation. *Please see the Program Guidelines for specific information.*
- Occupancy of dorm suites is **not unisex**. Each suite shares a common bathroom consisting of two showers, two sinks and two commodes.
- Each room contains 2 desks with florescent light overhead, 2 chairs, 2 closets with 5-drawer dressers, and 2 garbage containers.
- Please refrain from rearranging furniture within the dormitory rooms. Moving of dormitory furnishings from one room to another is prohibited. Free internet access is available via Ethernet cables (you supply the cable).
- Prices are per double occupancy for adults and triple occupancy for youth.
- Prices include linens, pillows, and towels. Please help conserve energy by hanging towels and washcloths to dry indoors for re-use.
- Please keep dormitory windows closed unless air conditioning is obviously out of order. Air conditioning thermostats should not be set lower than **72F**.
- If you are locked out of your dorm room, Security Personnel has a master key and will unlock your room for you. **Lost keys result in a \$10/key charge.**
- Please help conserve energy by turning off lights when leaving your room. Keep the bathroom door closed to help prevent the exhaust fan from drawing cool air out of the suite.
- Clothing or other personal gear is not to be hung outdoors on the second floor railing or left on the upper or lower walkways.
- Only stairs access the 2nd floor; there is no elevator.
- Complementary washers and dryers are located on the first floor of the dorm.
- Dormitory residents are *not allowed* to keep pets of any kind in their rooms or on the Laboratory grounds. This does not apply to assistive animals.
- Dormitory residents are asked to refrain from loud conversations, loud playing of music or making other loud noises that disturb their neighbors.
- Snacks and other beverages are to be consumed outside of the suite area, in the dining hall, or in a meeting room.
- To assist custodial staff, sand should be kept to a minimum in the dormitories. Outdoor shower areas are located to the west of the dorms for washing sand off of clothes and shoes prior to entering the building. Please sweep rooms prior to departure.
- Visitors to the GCRL dormitories will be billed for damages and disarray that are not considered normal "wear and tear."

## **Dining Hall**

Verlee Breland, Dining Hall Supervisor, 228.818.8805

The dining hall is approximately 1756 square feet with a seating capacity of 117, based upon seating configuration.

- Mealtimes are: Breakfast 7-8am, Lunch 12-1pm, Dinner 5-6pm. Meals may include a box lunch for field/boat trips.
- It is important to notify your contact person of any food allergies/preferences at least 3 weeks prior to your visit to meet supply allocation demands.
- Food is not to be taken out of the Dining Hall. This rule does not apply to such items as fruit, candy, ice-cream and packaged snacks.
- Please attempt to keep food waste to a minimum. Only take the portion size that you feel you can finish.
- Bikinis, swimsuits or similar brief attire are not to be worn to meals in the Dining Hall. This applies to both males and females. Shoes must be worn in the Dining Hall at all times.
- Please help us be green and bring your own reusable drink cup to meals (when possible).
- Coffee service for meetings can be provided for \$2.50/person/day.
- Only kitchen staff are allowed in the cooking and prep areas.

## **Gunter Library**

Joyce Shaw, Librarian, 228.872.4213

Location: Caylor Building, Room 112

Open Weekdays, 8 a.m. - 5 p.m.

The library collection is comprehensive with materials reflecting the scope and depth of research conducted by laboratory scientific staff. Specific subject areas include: Botany, Environmental and Analytical Chemistry, Invertebrate and Systematic Zoology, Geology, Toxicology, Fisheries Research and Management, Aquaculture, Parasitology, Microbiology, Ichthyology, Oceanography, Marine Ecology and Conservation.

- Please return borrowed books to the circulation desk at the front of the Gunter Library. Please do not re-shelve library materials.
- Computers and a photocopy machine are available in the library for instructor and student use.

## **Recreational Activities**

The following activities are available for your leisure time on GCRL campus

- Volleyball
- Campfire Area
- Green space for other activities (Frisbee™, football, etc.)
- Picnic Tables
- Fishing Pier
- Basketball

# PROGRAM GUIDELINES

## K-12 Programs

A blank dorm plan of suites is provided at confirmation. Group leader(s) should assign participants to dorm rooms adhering to these guidelines:

- The maximum number of participants in K-12 Programs is limited to 75 individuals.
- A minimum of one adult chaperone of the *same sex* must share a suite with the students. Chaperones should reside in Room A of each suite for emergency notification purposes. If more rooms are needed for adults, Room D should be utilized.
- Each suite will accommodate a maximum of 12 individuals (except for Suite 102 that will accommodate 11, ADA accessible).
- If initial participant numbers decrease, room assignments should be adjusted to maintain 3 students/room. Booking number increases must have prior approval.
- Students must be accompanied by chaperones at all times.

## K-12 Programs: Clothing

- Swimsuits are not allowed unless covered – this applies to both males and females. Boys can wear a shirt and shoes with their swimsuit (the kind that look like shorts). Girls may wear a swimsuit cover or t-shirt and shorts (at least 5 inch inseam) over their swimsuit. Shirts and shoes must be worn to meals in the Dining Hall.
- Students may wear sandals or flip-flops at our facilities, but not during field trips to East Beach and Ship Island. For these field trips, **closed-toed shoes are required.**

## College Affiliates/Non-Affiliate Programs

A blank dorm plan of suites is provided at confirmation. Group leader(s) should assign participants to dorm rooms adhering to these guidelines: At least one week prior to arrival, dorm assignments should be faxed to Angelia Bone, Physical Plant Office Manager, at 228.872.4276 or emailed to her at [angelia.bone@usm.edu](mailto:angelia.bone@usm.edu).

- Each suite will accommodate a maximum of 12 individuals (except for Suite 102 that will accommodate 11, ADA accessible).
- If initial participant numbers decrease, room assignments should be adjusted to maintain 3 students/room. Booking number increases must have prior approval.

## Dormitory Check-Out Procedures

On departure day, the group's leader(s) must ensure that:

- Each room used in the suite has been swept (a broom/dustpan are provided)
- All trash from each room has been consolidated and deposited into the large liner provided. The filled liner should be placed outside the suite door.
- All bed linens, washcloths, and towels for each occupant have been placed into the pillowcase and left atop the mattress.
- No items have been left in the rooms used. Items left will be thrown away.
- Keys are returned to MEC or GCRL personnel in suite envelope provided.

## **OPTIONAL FACILITIES**

**(Request availability at time of reservation)**

### **Computer Lab**

Paul Kay, Desktop/Network Technician, 228.872.4227; paul.kay@usm.edu

A computer lab is located in Caylor 103. The 23 workstations in the lab are networked and equipped with many popular software packages. Laser printers are provided for student/instructor use. Users should not download unlicensed music, movies or software. No food or drink allowed.

### **Cottages**

Cottages are self-contained individual units that have private bathrooms, a kitchen, and a small living area. Each has a full size refrigerator/freezer, stove with oven, microwave, coffee pot, crock pot, toaster and basic dishes/pots/pans and utensils. Each unit also has a small front porch, great for relaxing (bring your own lawn chairs).

Cottage 1 is located at Cedar Point and has 1 bedroom with a double bed.

Cottage 2 has 2 bedrooms. One bedroom has 2 sets of bunk beds and the other has a double bed, located at GCRL.

Cottage 3 has 1 bedroom with 1 set of bunk beds, located at GCRL.

Cottage 4 has 1 bedroom with 1 set of bunk beds, located at GCRL.

Cottage 5 has 2 bedrooms and is handicapped accessible. One bedroom has 2 sets of bunk beds and the other bedroom has a single bed. It is also located at GCRL.

### **Faculty House**

The Faculty House is a small home with 4 bedrooms for visiting college faculty or bus drivers. The Faculty House has a common living room and kitchen area. There is an adjoining apartment that has a separate entrance from the main house.

- FH1 has 2 sets of bunk beds and a private toilet and shower.
- FH2 has 2 sets of bunk beds with a private toilet and shower. It also has 2 desks with chairs and a television with basic cable channels.
- FH3 & FH4 have 1 set of bunk bed and 1 single bed and share a common bathroom in the hallway. No television is available.
- FH Apt – This efficiency apartment has 3 sets of bunk beds with a private shower/toilet. It also has a small refrigerator with freezer compartment, a 2-burner stove, single sink, coffee pot, and basic dishes/pots/pans and utensils. A television with basic cable channels is also included.

### **MEC Classrooms**

Paul Kay, Desktop/Network Technician, 228.872.4227; paul.kay@usm.edu

The MEC maintains six, multi-media classrooms, each with its own bathroom, double sink, and whiteboard. Each classroom contains folding tables and chairs to accommodate 20-30 individuals. Extra folding chairs are available upon request.

### **Field Studies Building**

Completed in April 2013, the Field Studies Building contains four instructional laboratory classrooms (Rooms 101, 102, 105, and 108). Rooms and bathroom facilities are ADA accessible. All rooms are equipped with a whiteboard, AV equipment, sink(s), fume hood, lab tables, and eye wash stations. Room 108 can be used as a wet lab, if needed. The building is primarily occupied during the Summer Field Program (mid-May – July), but is also used for classroom lectures and laboratories offered by the Department of Coastal Sciences during the regular academic year.

## **Auditorium**

If technical assistance is needed during the 8am-5pm workweek, please call Angelia Bone 228.872.4208, cell: 222.326.0167

The GCRL Auditorium seats **168** and has a small stage for skits, displays, etc. A ceiling-mounted computer projector and large retractable screen are standard, along with a small wireless clip-on microphone. A vhs/dvd player is also available for showing movies or educational materials and presentations.

## **Caylor Room 104**

Caylor room 104 is a multi-purpose meeting room that is 860 square feet. For u-shaped meetings, the number of chairs is 24; however, chairs may also be placed along the wall for extra guests. Maximum occupancy for this room is 40.

A ceiling mounted computer projector and wall screen is standard. Bathroom facilities are located in the hallway just outside the classroom.

## **GCRL Museum**

The Gulf Coast Research Laboratory Museum serves as the primary repository for specimens obtained during ongoing local, national, and international research programs conducted at the Laboratory and at other regional institutions, thereby meeting its chartered purpose of studying and disseminating specimen-based information for research and academic purposes. Material contained in the Museum collections is available for use by researchers worldwide, providing essential information on biodiversity, systematics, morphology, ecology, distribution, and life history of the species represented therein. The Museum is available for research purposes and tours of 10 persons or less.

## **Research Vessels**

The *R/V TOMMY MUNRO* is just over 97 feet, has a range of 2,500 nautical miles, and can stay offshore for up to 20 days. Berthing for 12 scientists and 5 crew is available. All accommodations are air-conditioned. A 25 x 45 ft. work deck provides ample space.

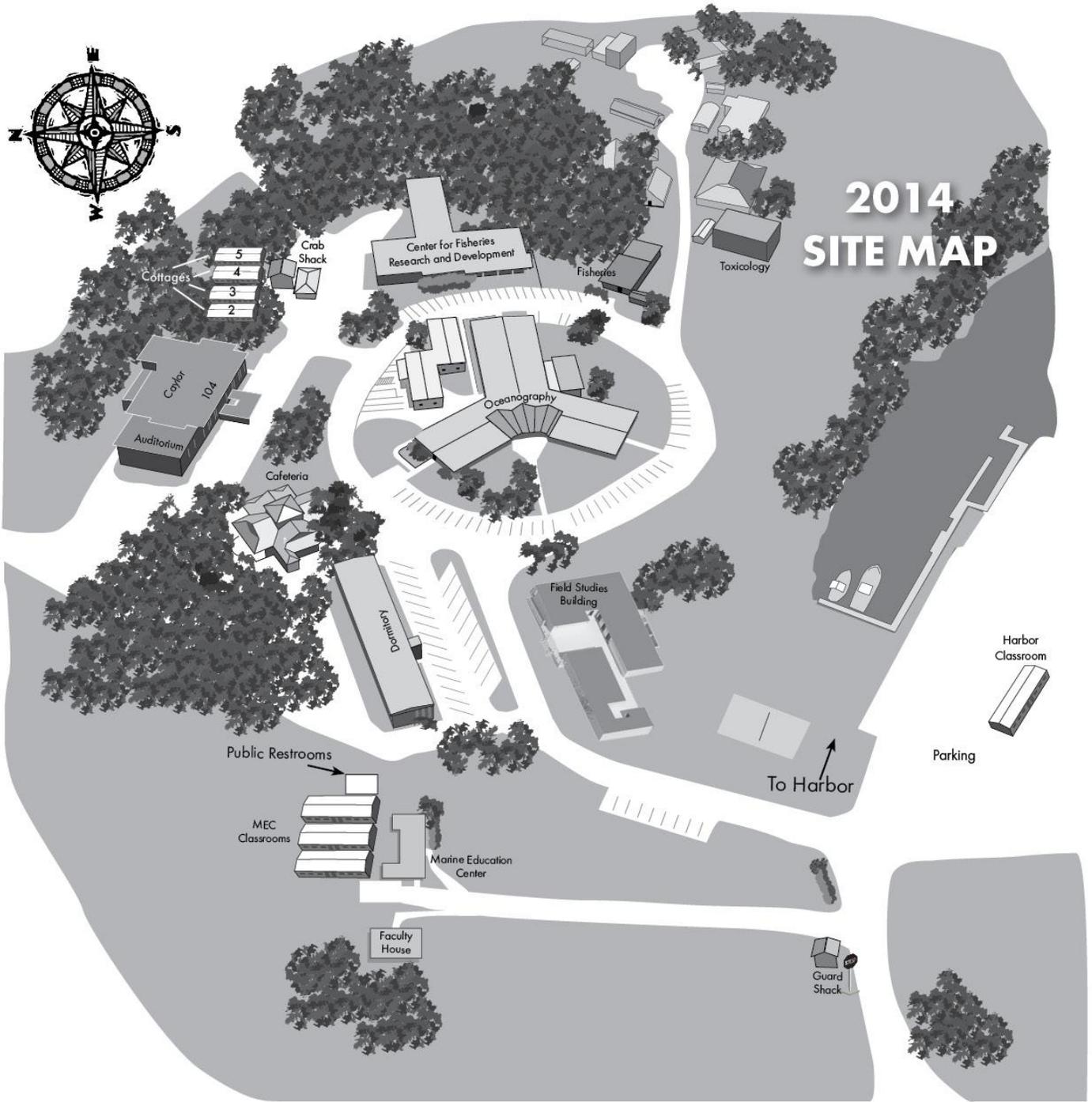
The *R/V TOM MCILWAIN* is a 55 foot fiberglass vessel that carries a crew of two and a maximum of 30 adult passengers. It has one head in the main salon area, a shower and four bunks in the below berthing area.

GCRL's *R/V HERMES* is a 38 foot steel trawler that has long formed an important part of our education program. She is U.S. Coast Guard approved to carry a crew of two and a maximum of 20 adult passengers.

The *MISS PEETSY B* was donated to USM's Marine Education Center by Jimmy Buffet and his sisters, Lucy Buffett and Laurie Buffett-McGuane, in honor of their mother who was passionate about education. The vessel's name comes from Mrs. Buffet's nickname - Peetsy B. The *Miss Peetsy B* is a 33.8 foot vessel that carries a crew of two and has a maximum capacity of 35 participants or passengers.

# AREA INFORMATION

## Campus Map



2014  
SITE MAP



THE UNIVERSITY OF  
SOUTHERN MISSISSIPPI

GULF COAST RESEARCH LABORATORY

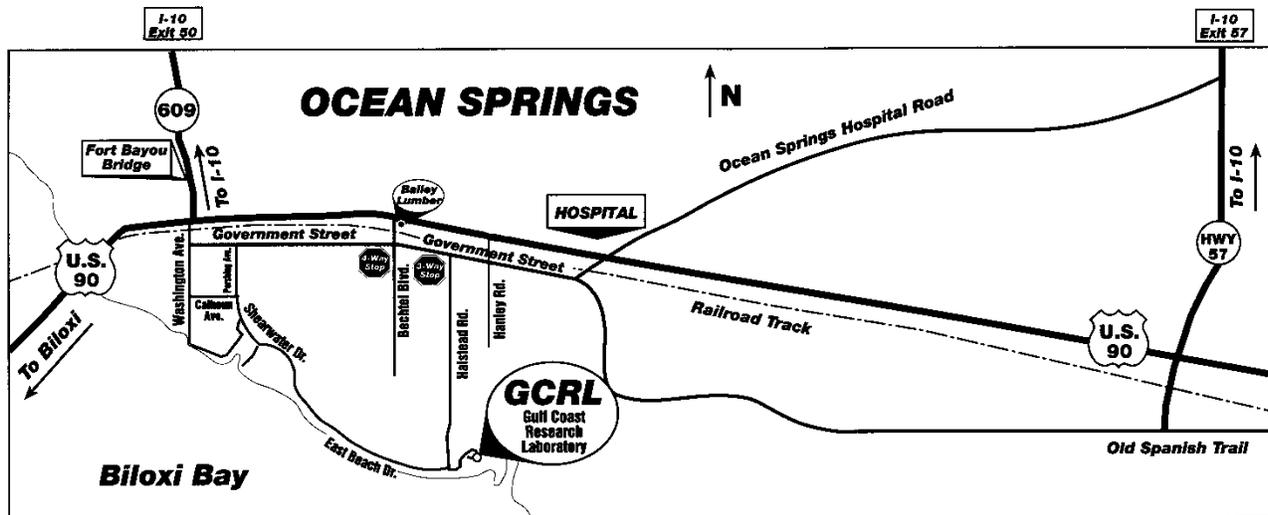
Halstead

East Beach  
Drive

- Caylor 104** - 920 s.f. - Max. Capacity = 61 but usually set up as about 40
- Auditorium** - 2065 s.f. - Capacity = 150 fixed seats
- Dining hall** - Dining Space - 1756 s.f. Capacity = 117
- 4 MEC classrooms** - Each classroom 600 s.f. - Max. capacity = 40
- Harbor Classroom** - 960 s.f. = Max capacity = 64

- Cottage 2** - 2 bedroom - 2 Bunk beds and a double bed in small room =6
- Cottage 3** - 1 bedroom with bunk beds = 2
- Cottage 4** - 1 bedroom with bunk beds =2
- Cottage 5** - 2 bedroom - 2 Bunk beds and a double bed in small room =6

**Area Map**  
**GCRL, 703 East Beach Drive, Ocean Springs, MS 39564**  
**Driving Instructions**



***Traveling from New Orleans, LA or /Gulfport, MS direction (points West):***

If you are traveling east on I-10, take the Ocean Springs Exit #50 follow Hwy 609 (Washington Avenue) south for about 3 miles to U.S. 90; left on U.S. 90 (Bienville Blvd.); right on Bechtel Blvd. (3rd traffic light); cross the railroad tracks; left on Government street (a 4-way stop); right on Halstead Road (a 3-way stop); go south to the beach; GCRL entrance is to the left.

***Traveling from the Mobile, AL or Pascagoula, MS direction (points East):***

If you are traveling west on I-10, take the Ocean Springs Exit #57; turn left (south) and follow Hwy 57 to U.S. 90 (Bienville Blvd.); right on U.S. 90. Go about 4.5 miles (6th traffic light) to Hanley Road; left on Hanley; cross the railroad tracks; right on Government (a 4-way stop); left on Halstead (a 3-way stop); go south to the beach; GCRL entrance is to the left.

## **OFF-SITE ATTRACTIONS**

### **Recreation/Museums**

The Kroc Center  
575 Division Street  
Biloxi, MS 39530  
(228) 207-1218

Distance: 7.9 miles  
<http://krocmscoast.org>

Walter Anderson Museum of Art  
510 Washington Ave  
Ocean Springs, MS 39564  
(228) 872-3164

Distance: 2.4 miles ~ 16 minutes  
<http://www.walterandersonmuseum.org/>

Gulf Islands Water Park  
17200 16<sup>th</sup> Street  
Gulfport, MS 39503  
(228) 328-1266

Distance: 24.5 miles ~ 32 minutes  
<http://www.gulfislandswaterpark.com>

Biloxi Natatorium  
1384 Father Ryan Avenue  
Biloxi, MS 39530  
(228) 435-6205/6

[aquatics@biloxi.ms.us](mailto:aquatics@biloxi.ms.us)  
Distance: 9.7 miles ~ 18 minutes

Lazer Craze  
3179 Mallett Rd. #5  
D'Iberville, MS 39540  
(228) 207-6412

Distance: 10.5 miles ~ 20 minutes  
<http://www.mylazercraze.com>

### **Malls and Stores**

Edgewater Mall  
2600 Beach Boulevard  
Biloxi, MS 39531  
(228) 388-4636

Distance: 13.4 miles ~ 24 minutes

Wal-Mart Super Center (Ocean Springs)  
3911 Bienville Boulevard  
Ocean Springs, MS 39564  
(228) 875-4036

Distance: 4.4 miles ~ 11 minutes

Skate Zone (only open on Friday nights)  
2226 Bienville Boulevards  
Ocean Springs, MS 39564  
(228) 818-2830

Distance: 2.1 miles ~ 7 minutes  
<http://www.inthegonegc.com>

The Grand Theatre  
11470 Cinema Drive  
D'Iberville, MS 39540  
(228) 354-0224

Distance: 7.2 miles ~ 16 minutes  
<http://www.thegrandtheatre.com>

Golden Gate Skateland  
11169 Lamey Bridge Road  
D'Iberville, MS 39540  
(228) 392-4395

Distance: 9.54 miles ~ 21 minutes  
<http://www.goldengate.iwarp.com/>

Ohr-O'Keefe Museum of Art  
386 Beach Blvd.  
Biloxi, MS 39530  
(228) 374-5547

Distance: 6.9 miles ~ 13 minutes  
<https://www.georgeohr.org>

Cypress Lanes  
3200 Mallett Rd. Suite H  
D'Iberville, MS 39540  
(228) 392-3395

Distance: 10.5 miles ~ 20 minutes  
<http://www.cypresslanes-ms.com>

Sharkshead Souvenir Shop  
1703 Beach Blvd.  
Biloxi, MS 39530  
(228) 374-9800

Distance: 11.0 miles ~ 20 minutes  
<http://www.sharkheads.com/>

Dino's Gift Shop  
6515 Washington Avenue  
Ocean Springs, MS 39564  
(228) 875-5770

Distance: 4,8 miles ~ 10 minutes

## **OFF-SITE RESTAURANTS/LODGING**

### **Restaurants**

Aunt Jenny's  
1217 Washington Ave.  
Ocean Springs, MS 39564  
(228) 875-9201  
Distance: 2.9 miles ~ 9 minutes

New Orleans Café  
11014 Lamey Bridge Road  
D'Iberville, MS 39540  
(228) 396-6031  
Distance: 8.7 miles ~ 22 minutes

McElroy's on the Bayou  
705 Bienville Boulevard  
Ocean Springs, MS 39564  
(228) 818-4600  
Distance: 3.0 miles ~ 9 minutes

The Shed Barbeque & Blues Joint  
7501 Hwy 57 (Exit 57 off I-10 North)  
Ocean Springs, MS 39565  
(228)875.9590      theshedbbq.com  
Distance: 7.9 miles ~ 15 minutes

### **Hotels**

Country Inn and Suites  
13900 Wilfred Seymour Road  
Ocean Springs, MS 39564  
(228) 818-0901  
Distance: 6.0 miles ~ 15 minutes

Super 8  
13838 Wilfred Seymour Road  
Ocean Springs, MS 39564  
(228) 875-2288  
Distance: 6.0 miles ~ 15 minutes

Quality Inn  
7304 Washington Ave  
Ocean Springs, MS 39564  
(228) 875-5104  
Distance: 5.2 miles ~ 13 minutes

Comfort Suites  
14001 Big Ridge Road  
Biloxi, MS 39532  
(228) 872.1600  
Distance 5.8 miles ~ 13 minutes

Gulf Hills Hotel and Conference  
13701 Paso Road  
Ocean Springs, MS 39564  
(228) 875-4211  
Distance: 4.1 miles ~ 12 minutes

Days Inn  
7305 Washington Ave  
Ocean Springs, MS 39564  
(228) 872-8255  
Distance: 5.2 miles ~ 13 minutes

### **Casinos**

Palace Casino Resort  
154 Howard Ave  
Biloxi, MS 39530  
(228) 432-8888  
Distance: 5.5 miles ~ 13 minutes

Grand Casino  
265 Beach Boulevard  
Biloxi, MS 39530  
(228) 436-2946  
Distance: 5.7 miles ~ 13 minutes

Beau Rivage Resort and Casino  
875 Beach Boulevard  
Biloxi, MS 39532  
(888) 595-2534  
Distance: 7.2 miles ~ 16 minutes

Hard Rock Hotel and Casino  
777 Beach Boulevard  
Biloxi, MS 39530  
(228) 374-7625  
Distance: 7.8 miles ~ 16 minutes