Stone Laboratory
Ohio State’s Island Campus on Lake Erie
First-Day Schedule for Students, Instructors & Staff in College Courses

**SOUTH BASS ISLAND**
1:00-3:00 p.m.   Student and Instructor registration at Bayview Office (878 Bayview Drive, Put-In-Bay, OH) to receive room assignment, room keys, etc.  
Some basic school supplies and merchandise available for purchase in the Bayview Office.  
Board university boat for transport to Gibraltar Island (parents or friends can accompany you).  
The last boat leaves Gibraltar at 3:30 p.m. All accompanying persons must leave at this time.

**GIBRALTAR ISLAND**
1:00-3:00 p.m.   Arrive on Gibraltar Island  
3:30 p.m.       Last boat leaves Gibraltar Island  
4:00-4:45 p.m.  Orientation meeting for all students and instructors in the Stone Lab Classroom Building on the third floor.  
This handbook will be referenced in the orientation.  
4:45-5:00 p.m.  Instructors and staff meeting in the Stone Lab Classroom Building on the third floor. Rowboat orientation for students on the docks.  
5:00-6:00 p.m.  Dinner  
6:30-7:30 p.m.  First class session for one-week courses and for Monday, Wednesday and Friday four- and six-week courses  
7:30-8:30 p.m.  First class session for Tuesday, Thursday and Saturday four- and six-week courses

Dining Hall
The Ohio State University’s Stone Laboratory strives to provide quality food options. Please notify us of any dietary restrictions and Stone Lab will work with students to make accommodations.

**Dining Hall Policies**
- Proper attire is required and includes shirts and shoes at all times; bathing suits and wet clothing are not permitted in the Dining Hall.
- Travel mugs or water bottles are a good idea for taking drinks out of the Dining Hall. Dishes and utensils must stay in the dining hall or outside patio areas. Do not take them to your residence or classrooms.

**Dining Schedule**
- **Breakfast:** 7:00-8:00 a.m.  
  Continental Breakfast
- **Lunch:** Noon-1:00 p.m.  
  Options may include soup, sandwich, side dish, salad bar, breads and dessert.
- **Dinner:** 5:00-6:00 p.m.  
  Options may include main course, hot vegetables, side dish, salad bar, breads and dessert.

**Guest Policy**
You must register all guests in advance through the lab manager. This includes all visitors, even those spending only a short time at the facility. Students are not permitted to have guests on the island after 8:00 p.m.

Meals can be purchased for guests at the student rates. Reservations and payment must be made in advance with the Bayview Office (419-285-1800).  
Guests can find lodging at Put-In-Bay hotels, motels, cottages and the South Bass Island State Park Campground. As Put-In-Bay is a popular tourist destination, lodging is sometimes booked months in advance and the state park campground fills up quickly on weekends. Guests can also contact the Chamber of Commerce for lodging information at 419-285-2832.
Alcohol and Tobacco

The university and residence halls comply fully with all federal, state and municipal regulations regarding the sale, possession and consumption of alcoholic beverages.

Smoking and the use of tobacco are prohibited in or on all university-owned, -operated or -leased property including vehicles and boats.

For more details on Stone Lab’s alcohol and tobacco policies, view the Stone Lab Community Standards of Conduct at: https://ohioseagrant.osu.edu/education/stonelab/handbook/community-standards

Stone Lab Resources

BOOKSTORE – THE SHOP ON THE ROCK
The Stone Lab bookstore, “The Shop on the Rock,” is located on the third floor of the Classroom Building and sells the following types of items: sunscreen, limited toiletries, Stone Lab merchandise and limited field collection equipment.

COMPUTER LAB
A computer lab is located in Room 304 on the third floor of the Classroom Building. It includes desktop computers with internet access and printers. The lab is available to students and instructors for courses, research and communication purposes only.

**Instructors:** There is an instructor-only computer lab (Room 303) with several computers and printers for course-related material (e.g., exams, hand-outs).

RECREATION
Recreational activities include volleyball, swimming, fishing and campfires.

PUT-IN-BAY AMENITIES

ATM Locations
- Restrooms at DeRivera Park
- Tipper’s Restaurant
- Mr. Ed’s Bar
- Erie Island Petroleum
- Miller Ferry Gift Shop at the Lime Kiln Dock

Chamber of Commerce
Put-In-Bay Chamber of Commerce and Visitors Bureau
148 Delaware Ave., Put-In-Bay, OH 43456
419-285-2832
Provides information about the town of Put-In-Bay, sights and area attractions.

The Island General Store
410 Catawba Ave., Put-In-Bay, OH 43456
419-285-4091
Carries a limited line of groceries, laundry and toiletry items.

Island Hardware & Market
421 Langram Rd., Put-In-Bay, OH 43456
419-285-6887
Hardware, plumbing, electrical, marine and limited grocery items.

Post Office
USPS
425 Langram Rd., Put-In-Bay, OH 43456
419-285-4641
8:00 a.m.-noon and 2:00-5:00 p.m., Monday–Friday
8:00 a.m.-noon, Saturday

Taxi Service
Put-In-Bay Taxi: 419-285-6161
Coop’s Cab: 419-285-2667

Water Taxi (Cash Only)
Boardwalk Harbor Water Taxi: 419-285-3695
Will pick up and drop off between Gibraltar and downtown Put-In-Bay. You can also contact them by using the marine radio, Channel 10, located above the life jacket box in the Stone Lab Classroom Building (First Floor). You are responsible for all costs and arranging your return. **The water taxi will only accept cash.**
Rowboats and Motorboats

ROWBOATS
Rowboats are for the convenience of all. Additional information and mandatory safety course will be provided at orientation. Classes taking field trips have priority over personal use.

MOTORBOATS
Motorboats are to be used only by designated personnel while on duty and should be docked on the end spaces of each dock to prevent damage to motors.

BOATING RULES

GENERAL RULES
1. Take one life jacket per passenger**, to be worn or stowed — NOT used as a seat cushion.
   *Do not leave life jackets in boats. After each one-way trip, return life jackets to bins located inside the Stone Lab Classroom Building and outside the Research Building.*

2. Boats are to be docked ONLY at The Ohio State University docks, located on Gibraltar and near the Research Building on South Bass.

3. Tie boats securely to dock using a half-hitch knot. If you don’t know how to tie this knot, ask a staff member.

4. When traveling at dusk, carry a flashlight to signal other boats to avoid collision.

5. Share boats whenever possible. Remember your boat number and do not take a boat from South Bass that you did not bring over, stranding someone on that side.

6. The docks are slippery when wet and are wet most of the time. Use caution when entering or exiting all boats.

ROWBOATS
1. Notify the staff in the event of a broken oar or dock line.

2. One person rows at a time. Maximum number of passengers varies and is clearly written on each boat.

3. It is recommended that rowboats remain in the protected harbor area.

4. If you take a rowboat between Gibraltar and South Bass Island it must be returned to its original docking location.

5. Do not dock rowboats behind motorboats; use the inside (closest to shore) dock spaces.

6. Remove oars from oarlocks when docking is complete to minimize breakage.

7. No racing or horseplay in rowboats. Safety first.

8. All rowboats are to be returned to Gibraltar by 10:00 p.m.

*Failure to observe these rules could result in prosecution by the Coast Guard, ODNR Division of Watercraft or Put-In-Bay Harbor Patrol.

Stone Lab is not responsible for any fines, tickets or citations.

For your convenience, these rules are posted by the life jacket racks in both buildings. Your cooperation is appreciated.

Communications

INTERNET ACCESS
Stone Laboratory now offers OSU Wireless and provides the osuwireless and WiFi@OSU networks on our island campus. Please visit wireless.osu.edu to learn how to connect.

TELEPHONE ACCESS
Stone Lab phones can be used to call any other Ohio State phone (including Columbus and regional campuses) by dialing the phone number. Personal long-distance calls must be made using a cell phone. The Bayview office has voicemail for calls that come in before or after regular business hours. There is a fax machine in the Bayview office for incoming faxes: 419-285-1878.

MAIL
Mail is brought to the Dining Hall most weekdays for students and instructors staying on Gibraltar Island.

USPS mailing address is:
Attn: Your Name
F.T. Stone Laboratory PO Box
119 Put-In-Bay, OH 43456-0119

Items being shipped by any carrier other than United States Postal Service (e.g., UPS, FedEx, DHL) need to be addressed as: Attn: Your Name
F.T. Stone Laboratory
878 Bayview Ave.
Put-In-Bay, OH 43456
Checkout and Departure

Check-out involves having your room inspected by a Stone Lab staff member on the last morning of your stay, then turning in your key to staff stationed in the Dining Hall prior to your departure. A fee of up to $150 will be issued for lost or stolen keys.

STUDENTS ENROLLED IN ONE-WEEK COURSES

Students enrolled in one-week courses must depart Gibraltar by 1:00 p.m. on Sunday. You have the option to sign up to receive a scheduled lunch in the Dining Hall before departure. Ohio State boat transportation off Gibraltar Island is provided from 10:00 a.m.–1:00 p.m. **Ground transportation to the main ferry docks from Stone Laboratory is your responsibility.**

STUDENTS ENROLLED IN FOUR- AND SIX-WEEK COURSES

Students enrolled in four- and six-week courses must depart Gibraltar by 5:00 p.m. on the last Saturday of the term. Ohio State boat transportation off Gibraltar Island is provided from 10:00 a.m.–5:00 p.m. **Ground transportation to the main ferry docks from Stone Laboratory is your responsibility.**

The local water taxi is available for transportation to South Bass Island if you choose to depart outside these scheduled times. You can then arrange for a taxi to transport you to the ferry docks. Taxi numbers can be found on the back cover of this handbook. As check-out can be a hectic time, guests are not permitted on Gibraltar on the of checkout (i.e., parents and guests can meet students on South Bass Island only).

EMERGENCY NUMBERS AND PROCEDURES

Emergency Procedures:

- **Dial 911**
- Tell the 911 operator your EXACT location on Gibraltar Island (Harborview Dorm, Dining Hall, Classroom Building, etc.)
- Then contact laboratory staff.

911 Panic Button

There is a “911 Panic Button” near the life jacket rack on the South Bass Island Research Building which alerts the Ottawa County Sheriff’s Office.

Paramedic Non-Emergency Phone
419-285-2401

Police Department Non-Emergency Phone
419-285-4121

Fire Department Non-Emergency Phone
419-285-7805

Between 7:30 a.m. – 4:00 p.m. contact:

Stone Laboratory office (room 204) on Gibraltar
419-285-1858

Kevin Hart, Laboratory Manager
419-512-1682

During evening hours and on Sunday, contact:

Staff in Gibraltar House
419-285-1880

Kevin Hart, Laboratory Manager
419-512-1682

If paramedics recommend a visit to a hospital on the mainland, transportation to the ferry dock or to the mainland can be arranged. You will be responsible for any ferry, plane or water taxi charges required and for any overnight lodging on the mainland.
Stone Laboratory
Ohio State’s Island Campus on Lake Erie

Franz Theodore Stone Laboratory
The Ohio State University
P.O. Box 119, 878 Bayview Ave.
Put-in-Bay, OH 43456
419-285-1800 Office
419-285-1878 Fax

Phone Numbers

STONE LAB
Stone Lab Main Office
(South Bass Island)............... 419-285-1800
Stone Lab Gibraltar Office ..... 419-285-1858
Barney Cottage............... 419-285-1883
Dining Hall Office................. 419-285-1805
Dining Hall Porch ................. 419-285-1843
Harborview Dorm............... 419-285-1828
Maintenance Office........ 419-285-1801
Stone Cottage................ 419-285-1881
Lighthouse................ 419-285-1850
Gibraltar House............... 419-285-1880

NON-EMERGENCY PUBLIC SERVICES
Non-Emergency Public Services
Fire Department............... 419-285-7805
Police Department.............. 419-285-3962
Paramedic.................. 419-285-2401

EMERGENCY NUMBERS
The 911 emergency number is in service for the Put-In-Bay area.
In the rare event that no University official is available, a call can be made to the Gibraltar House Common Area........ 419-285-1880

TRANSPORTATION
Jet Express Ferry............. 1-800-245-1538
Miller Boat Line Ferry........ 1-800-500-2421
Water Taxi (Channel 10 on Marine Radio)....... 419-285-3695
Put-In-Bay Taxi............. 419-285-6161
Coop’s Cab................. 419-285-2667

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OHIO SEA GRANT COLLEGE PROGRAM
1314 Kinnear Rd. Columbus, OH 43212
614-292-8949 Office
614-292-4364 Fax
ohiaseagrant.osu.edu

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