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

**SOUTH BASS ISLAND**
1:00-3:00 p.m. 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. Student and faculty registration at Dining Hall (receive room assignment, room keys, etc.) Bookstore open until 4:00 p.m. for basic school supplies and merchandise (third floor of Stone Lab building)
3:30 p.m. Last boat leaves Gibraltar Island
4:00-4:45 p.m. Orientation meeting for all students and faculty in the Stone Lab third-floor conference room. This handbook will be referenced in the orientation.
4:45-5:00 p.m. Faculty and staff meeting (instructors) in the third-floor conference room
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
7:00-8:30 p.m. Bookstore open (third floor of Stone Lab building)

**WORKSHOP STUDENTS:** Visit [go.osu.edu/workshoptimes](http://go.osu.edu/workshoptimes) to view your arrival and departure times.

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**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.

**Meals are only served during regularly scheduled times.** The Dining Hall is available for social activities each evening, except Thursdays and Saturdays from 7:00–10:00 p.m.

**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 TIMES**

<table>
<thead>
<tr>
<th>Meal</th>
<th>Time</th>
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<tbody>
<tr>
<td>Breakfast</td>
<td>7:00-8:00 a.m.</td>
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<td>Continental Breakfast</td>
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<tr>
<td>Lunch</td>
<td>Noon-1:00 p.m.</td>
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<td>Options may include soup, sandwich, side dish, salad bar, breads and dessert</td>
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<tr>
<td>Dinner</td>
<td>5:00-6:00 p.m.</td>
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<tr>
<td></td>
<td>Options may include meat or pasta, hot vegetables, side dish, salad bar, breads and dessert</td>
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**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 in the residence halls after 10:00 p.m. No overnight guests are allowed anywhere on Gibraltar Island.

Meals can be purchased for guests at the student rates. Reservations and payment must be made in advance with the Dining Hall Office (5-1805).

Guests can find lodging at Put-in-Bay hotels, motels and cottages. South Bass offers a campground at South Bass Island State Park for tents and trailers, which is much less expensive than a room. 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 go.osu.edu/slhandbook.

Stone Lab Resources

BOOKSTORE – THE SHOP ON THE ROCK

The Stone Lab bookstore, “The Shop on the Rock,” 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 on Gibraltar Island. It includes PCs with Internet access and two printers. The lab is available on a first-come, first-served basis to students and faculty for courses, research and communication purposes only.

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

Bank

First National Bank of Bellevue
180 Erie St., Put-in-Bay, OH 43456
419-285-7340
fnblifetime.com
Checking and savings accounts can be opened. Checks cannot be cashed without an account.

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.

Grocery Store

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 Store
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

Other Transportation

Transportation for special research projects and other official trips (between the university dock on South Bass Island and Gibraltar Island) must be arranged with the management staff at least 24 hours ahead of the proposed departure.

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 contact them by using the marine radio, Channel 10, located above the life jacket box in the Stone Lab Classroom Building. You are responsible for all costs and arranging your return.

*The water taxi will only accept cash.*
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.

**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.

**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.

**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.

**Communications**

**Internet Access**

Stone Laboratory now offers OSU Wireless and provides the osuwireless and WiFi@OSU networks around various locations 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 last 5 digits of 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 daily for students and faculty staying on Gibraltar Island. Faculty staying on South Bass Island can pick up mail in the Bayview office.

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 (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 day of the course. 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, parents and guests should meet students on South Bass Island only.

Departure times for workshops can be found at go.osu.edu/workshoptimes.

EMERGENCY NUMBERS AND PROCEDURES

Dial the last 5 digits for university numbers.

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
419-285-3962

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

Lab Management
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.
OHIO SEA GRANT COLLEGE PROGRAM

Ohio Sea Grant, based at The Ohio State University, is one of 34 state programs in the National Sea Grant College Program of the National Oceanic and Atmospheric Administration (NOAA), Department of Commerce. The program is supported by NOAA, The Ohio State University, CFAES, OSU Extension, the Ohio Department of Higher Education and donations and endowments.