

## **Mission statement**

The mission of the Sandra A and William L Richter Center is to promote personal and physical development through the availability of various athletically orientated activities. The Richter Center is committed to strengthening the University community while emphasizing the fundamental idea of competition, teamwork, sportsmanship, and professionalism. The goal of the Richter Center is to augment participation and communication toward the growth of the University as a whole.

## **About the Richter Center and Campus Recreation**

The Sandra A and William L Richter Recreation Center opened on September 30, 2004. The center offers three basketball courts, climbing wall, two racquetball/squash courts, indoor track, locker rooms, an aerobic room, and 5,000 square feet of cardiovascular and weight equipment. Only recreational and intramural activities take place in the Richter Center. The Richter Center is open to St. Bonaventure University exclusively.

The Richter Center is a controlled access facility. All students, faculty and staff must present their SBU ID card at the front desk to gain access to the facility. The Campus Recreation Office is responsible for the operation of the Richter Center. A wide variety of intramural, recreational and wellness activities are offered throughout the school year. Participants in programming aspects of the Richter Center will become stronger socially, physically and mentally. The Richter Center brings the University community closer and helps change the culture of the University.

The Richter Center encourages all members of the University to use the Facility as a way to improve their well-being and socialize as a respectful and unified campus community.

The campus community strives to assist students in their education as integrated individuals. This involves, through its varied functions, the tools by which students are challenged to make appropriate decisions about their personal values, lifestyles and individual responsibilities. While the primary emphasis should rightly be on each student's intellectual and cognitive development, similar emphasis and attention is given to effective, spiritual, physical and psychological domains.

During the Richter Center ground breaking ceremony, Fr. Dominic Monti, O.F.M. stated "this should be a place for everyone to Re-create and Recreate. This magnanimous gift in the form of the Sandra A. and William L. Richter Center promotes the gift of health and life focusing on the students as a whole person grounded in respect for all like as witnessed in our Franciscan tradition."

The St. Bonaventure University publication, *The NATURE of St. Bonaventure*, reflects upon our Franciscan heritage; "why we're here...we pursue knowledge for the sake of truth, investigation and wonder, reflection and wisdom." May the Richter Center be one of many bridges you travel toward *truth, investigation, wonder, reflection and wisdom*.

**Please take a moment to become familiar with the Richter Center's Procedures**

## Contact Information

Front Desk Phone Number (716) 379-5000

Rob DeFazio, Director of Campus Activities, Recreation and Leadership [rdefazio@sbu.edu](mailto:rdefazio@sbu.edu) (716) 375-2190

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[www.sbu.edu/richtercenter](http://www.sbu.edu/richtercenter)

[richtercenter@sbu.edu](mailto:richtercenter@sbu.edu)

## Hours of Operation

During the academic year Weekdays - 6am to 12am and Weekends 9am – 12am

During winter break 6am-7pm (Monday through Friday)

During summer break 6am-7pm (Monday through Friday)

Please note that hours of operation are subject to change based upon staffing/maintenance concerns, special events and/or the amount of usage. The Richter Center will be closed on days the University is officially closed. Hours may vary or be modified on holidays, University break periods and summer sessions, but will be posted in advance on the NOTICE-BOARD and in the Richter Center.

## **Richter Center Access**

### **Full-time Undergraduate students**

All full-time undergraduate students have access to the Richter Center by virtue of paying the student activity fee and are automatically granted access through their Bona ID Card. Student's access is based on enrollment at SBU. Undergrad students must have and scan their Bona ID Card every time they enter the facility.

### **Graduate students**

Graduate students must purchase access to the Richter Center because they do not pay the student activity fee. Graduate students can purchase access to the Richter Center at the Campus Recreation Office located in the Richter Center between the hours of 9am - 4pm Monday through Friday. All applicants are required to complete an application including a waiver of liability, prior to being authorized for access. The cost is \$115 per semester or \$225 for both semesters, which is payable via cash or check only. This fee cannot be added to your tuition bill. Student's access is based on enrollment at SBU. Grad students must have and scan their Bona ID Card every time they enter the facility.

### **Part-Time Students**

Part-time students must purchase access to the Richter Center because they do not pay the student activity fee. Part-time students can purchase access to the Richter Center at the Campus Recreation Office located in the Richter Center between the hours of 9am - 4pm Monday through Friday. All applicants are required to complete an application including a waiver of liability, prior to being authorized for access. The cost is \$115 per semester or \$225 for both semesters, which is payable via cash or check only. This fee cannot be added to your tuition bill. Student's access is based on current enrollment at SBU. Part-time students must have and scan their Bona ID Card every time they enter the facility.

### **Giant Step Students**

Giant Step students must purchase access to the Richter Center because they do not pay the student activity fee. Giant Step students can purchase access to the Richter Center at the Campus Recreation Office located in the Richter Center between the hours of 9am - 4pm Monday through Friday. All applicants are required to complete an application including a waiver of liability, prior to being authorized for access. If the Giant Step student is under the age of 18, the student's parents must compete and sign the waiver form. The cost is \$115 per semester or \$225 for both semesters, which is payable via cash or check only. This fee cannot be added to your tuition bill. Student's access is based on current enrollment at SBU. Giant Step students must have and scan their Bona ID Card every time they enter the facility.

### **St. Bonaventure University Employees**

All full-time, part-time and adjunct employees will receive access to the Richter Center while their employment is current. There is no cost associated with the Richter Center; it is free as a benefit of the University. All applicants are required to complete an application prior to being authorized for access, which must be returned to the Campus Recreation Office in the Richter Center. Applications can be picked up from the Campus

Recreation Office or the Human Resource Department. Employees must have and scan their Bona ID Card every time they enter the facility.

### **Other Members of the St. Bonaventure Community**

Individuals working for Aramark, the Bookstore, Mt. Irenaeus and members of the St. Bonaventure University Franciscan Community will receive access to the Richter Center while their employment or involvement is current. There is no cost associated with the Richter Center; it is free as a benefit of the University. All applicants are required to complete an application prior to being authorized for access, which must be returned to the Campus Recreation Office in the Richter Center. Applications can be picked up from the Campus Recreation Office or from your supervisor. Members must have and scan their Bona ID Card every time they enter the facility.

### **Graduate Assistants**

Graduate students who work as graduate assistants at the University may utilize the Richter Center. There is no cost associated with the Richter Center; it is free as a benefit of the University. All applicants are required to complete an application prior to being authorized for access, which must be returned to the Campus Recreation Office in the Richter Center. Applications can be picked up from the Campus Recreation Office. Employees must have and scan their Bona ID Card every time they enter the facility.

### **SBU Employee's Spouse**

Spouses have two options available to utilize the Richter Center. The first option is available free of charge. The hours and days of usage are limited to Friday nights from 6pm-9pm, Saturday 9am-2pm and Sunday 9am-2pm during the academic year. During winter and summer break spouses may use the facility during the hours of 6am-7pm. Employees are required to have their spouses added to their application prior to the spouse being authorized for access. Once the application is complete, spouses will be granted a card, which must be presented every time they enter the Richter Center and they must also sign in at the front desk. The second option is available for \$75 per year, which is payable via cash or check only. If chosen, this option requires the individual obtain a Bona ID Card. The hours and days of usage are limited to Monday through Friday 6am-11am, as well as the days and hours listed above with the first option. Spousal applicants are required to complete an application prior to being authorized for access, which must be returned to the Campus Recreation Office in the Richter Center. Applications can be picked up from the Campus Recreation Office.

### **SBU Employee's Children**

Dependent children of employees 16 -18 years of age may utilize the Richter Center while the employee is present. The hours and days of usage are limited to Friday nights from 6pm-9pm, Saturday 9am-2pm and Sunday 9am-2pm during the academic year. During winter and summer break children may use the facility during the hours of 6am-7pm, when accompanied by the employee. Employees are required to have their children added to their application prior to children being authorized for access. Once the application is complete, children will be granted a card, which must be presented every time they enter the Richter Center and they must also sign in at the front desk.

## **Guest Policy**

Undergraduate and graduate students who have access to the Richter Center are eligible to have one guest within a 24 hour period. This is limited to two guests per week. Local area residents are not eligible to use guest passes. Guest passes may be obtained from the Front Desk and are \$5 per day. The guest must sign a form and an assumption or risk waiver form.

## **Visitor Policy**

Offices hosting individuals or group visits to campus should fill out the Visitor Registration form to ensure a welcoming and safe environment. Visitor Registration forms should be submitted to the Campus Recreation office two days prior to the visit. The visitor will then have to sign an assumption of risk waiver form when they use the Richter Center for the first time. The exception to this would be prospective students who are under 18 years of age. They should have their parents sign the waiver prior to campus arrival. The Admissions and Athletics Departments will provide the waiver to the prospective student. The Director of Campus Activities, Recreation and Leadership may provide a special pass for those visitors who are on campus for extended time periods.

## **Student Family Members**

Student's parents or siblings may utilize the Richter Center when they are on campus visiting. Family members must sign an assumption of risk waiver form prior to using the facility.

## **Additional Richter Center Access Information**

- Authorized access is not transferable or refundable. The use of another person's identification card and/or permitting another person to use your identification card will result in immediate loss of privilege.
- Everyone must enter and exit through the main doors of the Richter Center.
- The misuse of the facility and its equipment will result in suspension or termination of access.
- Participants assume responsibility for all risks whether participating or watching any activity.
- Campus Recreation and the Richter Center are not responsible for lost or stolen items.
- Facilities and services may need to be altered due to scheduling, major maintenance projects or unforeseen circumstances. The access fee is not prorated due to alterations of schedules.
- Only authorized department personnel are permitted in the equipment and supply rooms.
- Posted regulation governing the use of the facility must be followed at all times.
- Everyone must bring a clean pair of sneakers with them in order to use any area of the facility.

## **Bona ID Cards**

All individuals who use the Richter Center must have a scan-able ID card that must be scanned when entering the Richter Center every time. No ID, No Access. Damaged or broken Bona ID cards must be replaced immediately at the cost of the individual. You may obtain a new card or get a replacement card at the Bona Express Office. Hours of the office may vary. You can contact the office at 716-375-2675 or Cindy Procter at 716-375-2512.

## **Richter Center Policies**

### **Advertising Policies**

All advertising materials must be submitted to the Campus Recreation Office for the Director of Campus Activities, Recreation and Leadership's approval. Advertisements will not be hung on windows, walls or doors of the building. Materials will be posted on a space available basis and on bulletin boards or the railing at the entrance of the facility. No advertising materials will be posted for more than a week prior to the event and will be removed immediately following completion of the event. No personal needs or items for sale will be posted in the Richter Center.

### **Attire**

For safety purposes, appropriate attire is necessary to gain access to the Richter Center. A clean second pair of sneakers is mandated in order to use the cardio equipment. Muddy/dirty shoes are not permitted in the facility.

Full athletic shirts, shorts, sweat/wind pants are required to be worn in all activity areas. Those wearing jeans and studded clothing will not be allowed to participate in activities. Hats are prohibited in the gym and racquetball courts.

Non-marking court shoes (closed-toe) must be worn in all activity areas. Any person wearing shoes that mark the court will be asked to change their shoes before he or she may continue the activity. Patrons may not participate in socked or bare feet (exception – Yoga and Pilates class). Clean, closed-toe shoes must be worn at all times.

### **Continuous Improvement**

Comment forms and constructive criticism comments are welcome! The staff invites patrons to voice or suggest corrective actions that may assist in the care and administration of the Richter Center.

### **Elevator**

An elevator is located off the front desk area for use by disabled and injured participants. The Campus Recreation Office will grant accessibility on a needed basis. The elevator access is granted through the card system.

### **Entrance and Exits**

The Richter Center's main entrance and exit is located on the north end of the building facing Robinson and Falconio Halls. Between the hours of 6am to 6pm, the front doors are unlocked. Beginning at 6pm your ID card will have to be scanned at the card reader near the front door to unlock the door. Once in the building, you must scan your ID card again at the Front Desk to be granted access to the facility.

Emergency doors are located and identified throughout the building. All emergency exits are alarmed and should only be used for emergency purposes.

## **Equipment**

Sports and fitness equipment is available for use in exchange for an SBU ID card. Equipment such as outdoor basketballs, Kan Jam and footballs may be checked out for use outside of the Richter Center with an ID card. Patrons are solely responsible for all equipment signed out for themselves and their guest. Participants will be billed for lost or damaged equipment. Privileges will be revoked for non-payment thirty days after notification. Sports and fitness equipment must be utilized in the authorized activity areas only.

## **Food, Beverage, Tobacco, Alcohol and Drug Use**

Food and chewing gum are not permitted in activity areas of the Richter Center. Drinks are permitted in all activity areas if contained in a sealable, plastic bottle. Glass containers are not permitted in any part of the facility. Please deposit plastic bottles in the recycling bins throughout the building and garbage into trash cans.

Tobacco products of any kind are prohibited. The Richter Center is a smoke free facility. In accordance with St. Bonaventure policies, smoking is prohibited 30ft from all buildings.

SBU polices regarding alcohol and drugs are in full effect in the Richter Center. Disciplinary action will be taken against any offender. Anyone suspected to be under the influence of alcohol or other drugs will be asked to leave the facility immediately. NOTE: On special occasions, St. Bonaventure University may host social functions in the Richter Center, which the legal use of alcohol may be permitted.

## **Lockers and Locker Rooms**

Student, faculty and staff's clothing, shoes and bags must be stored in available day lockers or cubicles, which are available in the locker rooms and throughout the facility. Participants must supply their own locks. Locks will be cut off if left on lockers for more than 24 hours.

Photographic devices such as cellular phones, cameras, video cameras or anything similar are prohibited in the locker rooms at all times.

## **Lost and found**

The Richter Center staff is not responsible for lost or stolen items. It is the responsibility of the individual to secure his or her own valuables. Campus recreation staff members are not permitted to hold or watch valuables for students or patrons. You may bring a lock for day use only.

Individuals are responsible for any equipment checked out from the Richter Center equipment room that is lost stolen or damaged.

Lost items found in the Richter Center will be stored for a month. Owners may claim their possessions by presenting identification and/or descriptions of the missing item. If items are not claimed they will be given to a local charity.

## **Parking and Bikes**

All cars parked on campus must carry a SBU parking decal. All SBU parking policies will be enforced. Please refer to the parking regulations manual located in Safety and Security or online at <http://www.sbu.edu/campus-life.aspx?id=4852>. Illegally parked cars will be ticketed. Students with commuter parking passes may park behind the Richter Center while using the facility. They must park north of the roadway. Faculty and staff must park south of the roadway in the faculty and staff parking.

Bicycles are not permitted in the building. Any bicycle locked to (or blocking) a doorway or obstructing passengers' entrance into the building will be ticketed and/or confiscated. Bike racks are provided adjacent to the Richter Center.

### **Pets**

Pets are not permitted in any University facility. In accordance with section 504 of the Rehabilitation Act of 1973 and the 1990 American's with Disabilities Act, modifications will be made to allow the presence or use of service animals.

### **Radios and Multi-Media Equipment**

Radios with headphones are permitted, provided that the volume does not disturb others. Other media is prohibited in the facility, unless approval is requested and received from the Campus Recreation Office.

The Campus Recreation Staff will have the final determination of the music and TV stations that are played in the Richter Center.

### **Recreational Programs and Group Exercise Classes**

A variety of self-sustaining programs and classes will be offered. Programs and classes are subject to cancellation if enrollment is insufficient. Program and class descriptions, schedules and registration dates are available at the Richter Center front desk, Campus Recreation Office or at [www.sbu.edu/richtercenter](http://www.sbu.edu/richtercenter).

### **Telephones**

A call box is available at the main entrance of the Richter Center. All other Richter Center phones are for Campus Recreation Staff use only.

### **Video Surveillance**

Video surveillance cameras are located in strategic areas within the Richter Center for the safety and security of everyone. The Safety and Security Office and the Campus Recreation office monitor these cameras.

### **Weapons and Firearms**

The use and/or possession of firearms, weapons or hunting materials, other than by authorized police agencies, is prohibited on campus grounds or any facilities of St. Bonaventure University. This includes the illegal possession of explosives and dangerous chemicals as well as fireworks of any kind.

*St. Bonaventure University provides equal opportunity without regard to race, creed, color, gender, age, national or ethnic origin, marital status, veteran's status, or disability in admission, employment, and all of its educational programs and activities. Any grievances pertaining to discrimination should be directed to the Advocacy Officers.*

## **Code of Conduct**

The Richter Center is a great place for individuals of common and different interests to come together to play, work and learn from each other. The Richter Center promotes a positive learning environment for everyone. During activities, competition may get intense or fierce. There may be differences of opinion. We ask that all participants maintain respect for others in their words and actions and refrain from causing an unsafe and unwelcoming environment.

**The Campus Recreation staff has the authority to eject students and University members from the Richter Center who:**

- Engage in actions that pose a significant risk or substantial harm to the health and safety of the individual or others
- Use profane language
- Misuse equipment
- Engage in actions, which disrupt the operations or activities of the Richter Center
- Engage in actions which violate St. Bonaventure or Richter Center policies and procedures
- Are not authorized members or guests of the Richter Center

Safety and Security will attend to students, guests and University faculty and staff who do not cooperate with Campus Recreation Staff members. The Director of Campus Activities, Recreation and Leadership, along with Student Life, will handle code of conduct issues involving students. University faculty and staff may have their access to the Richter Center revoked or suspended.

### **Loss of Privileges**

Anyone suspended from a recreational program will lose privileges to all Richter Center programs and facilities for an extended period of time. The Director of Campus Activities, Recreation and Leadership will determine the length of any suspension.

### **Maintenance of Public Order**

Anyone exhibiting abusive behavior, either verbally or physically, toward another person or a Campus Recreation employee will be asked to leave the facility immediately. The individual(s) may be suspended from using recreation facilities for abusive behavior. Students are subject to further disciplinary action through the Student Judicial Process. Fighting or abusive language will not be tolerated in the Richter Center.

### **Thefts and Vandalism**

Privileges will be suspended for any individual found to be vandalizing or damaging University property or anyone's personal property. Patrons are financially responsible for all damage to University or personal property, including basketball rims or backboards.

## **Recreational Activity Areas**

The center offers three basketball courts, climbing wall, two racquetball/squash courts, indoor track, locker rooms, an aerobic room and 5,000 square feet of cardiovascular and weight equipment.

### **Climbing Wall**

Climbing is only permitted when supervised by a Campus Recreation Staff member. The Rock Wall is closed whenever the routes are being reset.

Spectators are not permitted on the climbing area landing surface. A member of the Rock Wall staff may only perform belaying. Bouldering, the use of a gri gri, and loose chalk are not permitted in the Richter Center. Chalk balls can be used in a chalk bag.

When climbing, only climbing shoes or athletic shoes are allowed. You may not wear street shoes or hiking boots while climbing the Rock Wall. You must use a helmet when climbing.

All problems with the facility and/or the equipment should be reported to a member of the Campus Recreation staff immediately.

### **Cardio and Weight Areas**

Students and employees who have access including any guest must be 18 years of age or older to utilize this area. SBU freshman who are 17 years old also have access.

Participants are encouraged to warm up prior to exercise and to cool down at the conclusion of the workout. Consult with the fitness staff for instructions and safety measures when utilizing exercise equipment. Please use a spotter when necessary. Richter Center staff cannot be used as spotters.

Patrons must practice proper gym etiquette, rack weights and allow others to work in between sets. Weight belts may not be worn while leaning against or laying on the exercise machines or benches. Standing on benches while working out is also prohibited. Power lifts are not allowed, including power clean, clean and jerk, and snatch lifts. Cardiovascular equipment may be limited to 30 minute time slots when others are waiting.

Broadcast Vision is available on selected pieces of equipment upstairs in the cardio room. You may bring your own headsets or check out a pair from the Front Desk. Photographic devices such as cellular phones, camera or anything similar are prohibited in the Fitness Areas. Media members may bring in cameras at the approval of the Director or Campus Activities, Recreation and Leadership.

### **Basketball and Multi Purpose Courts**

All courts are available on a first come, first serve basis with the exception of regularly scheduled Campus Recreation programming and Intramural events. Changes in court setups can be made by a member of the Campus Recreation staff, check with the Front Desk.

Dunking and hanging on basketball rims is not permitted. Full court play will be allowed whenever it is feasible. Half court play may be enforced during busy times. Challenge rules apply when courts are full and groups are waiting to use a court. Games will be played to 10 points.

Club Sports and A10 Sport Teams are generally prohibited from practicing in the Richter Center. Possible exceptions will be made but are subject to the approval of the Director of Campus Activities, Recreation and Leadership.

### **Indoor Running Track**

The indoor track is for runners, joggers and walkers. Faster runners need to use the outside lanes while joggers and walkers must use the inside lane. A sign specifies daily clockwise or counter clockwise direction of traffic. Ten laps around the outside lane of the track equals one mile.

A stretching area is located at the corners of the track. Please do not stretch in other track areas or use the track walls or railings as stretching aids. To improve safety, spectators are prohibited from the track. The appropriate athletic shoes should be worn. Spikes, turf shoes and cleats are prohibited.

### **Multipurpose Room**

This multipurpose room is for Group Exercise Classes, as well as, stretching, individual and video workouts when classes are not being held. Exercise videos are available at the front desk for check out.

All Group Exercise Classes are free to all patrons of the center. Classes require that all participants sign-in prior to the class. Proper footing is required depending on the class, if you are unsure you may ask the instructor.

Tap shoes are prohibited in the Multipurpose Room.

### **Racquetball and Squash Courts**

The courts are for racquetball, squash and wallyball only. During prime time hours, you may want to make a reservation for the court to ensure that you will be able to play. To make a reservation you can call the Front Desk (X5000) or signup at the Front Desk. Eye guards are recommended when playing squash or racquetball. The outside humidity must be below 65% for the wall to be moved in for squash.