February 16, 2015

To: Morgan Hall Residents

From: Kevin Williams, Director of Residential Life

Re: Morgan Hall North

Over the weekend, a portion of Morgan North Residence Hall experienced a sprinkler head malfunction.

Residential Life staff members have been providing daily email updates to impacted residents. Below are today's updates, as of 12:30 pm.

- **Floor 11:** OPENED today (2/16/15) at 3:00 pm. Housekeeping Staff completed the cleaning of impacted suite floors, showers, and common spaces by this time.
- **Floors 3 – 10:** Dehumidifiers and fans were removed this morning from nearly all units. Students are allowed to return to these spaces.
- **Discoloration:** Wall and ceiling discoloration is to be expected during this time. Please be assured that this is the result of the water residue, rather than mold and/or mildew. Staff is continuing to follow up regarding the moisture levels in the hall to ensure safety.
- **Access:** Maintenance staff will continue to access suites over the next few weeks to resolve any outstanding issues. These include, but are not limited to, addressing peeling paint, ceiling tiles, removal of water “piglets” by the windows, and reinstallation of the rubber on the bottom of the walls.
- **Housing Accommodations:** If needed, students are asked to secure alternate housing accommodations with family and friends, or, if they need assistance, contact the Morgan North front desk or the RA on-call when the desk is closed.
- **Elevators:** Be advised that we are still working on the elevators. There are primarily two working at any given time. We hope to have all four up and working as soon as possible.

We are asking students to please continue to check all items for any water damage and follow the below steps for assessing, logging, and cleaning items. Students should consult with their family to determine if damaged items are covered by family and/or personal renter’s insurance. Please refer to our housing website for additional information regarding renter’s insurance on housing.temple.edu. All claims submitted will be reviewed by Temple University Risk Management for reimbursement consideration.

- All wet clothing, bed linen, small area rugs, and other washable items need to be laundered as soon as possible to prevent mildew. Trash bags are available at the front desk if needed.
- All damaged personal furniture, leather items, and other belongings must be logged and saved for imaging and verification.
- All electronics should be dried, and then checked for functionality.
- Please do not discard any items, and most importantly do not bag wet items to avoid mold and mildew.

Students have been instructed via email to create a final list of damaged items and submit that information via email to our Assistant Director of Residential Life at smithem@temple.edu no later than THURSDAY, FEB. 19th at 5pm.