



Spring 2009



Guide to Services for Faculty, Staff & Student Leaders

*The OAC offers free outdoor gear lending,
supervised climbing wall access, programming
and trip planning support
for Unity College students, faculty & staff.*

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Hours of Operation & Staff

Equipment Room Hours

Mon – Fri 10:00-4:00pm

Closed for Lunch on Friday from 1:00-1:30pm

Equipment Room Related Questions:

Director, Outdoor Adventure Center

Nicole Caruso, Ext 293

ncarus@unity.edu

Equipment Room Managers

Katy Brackett, Dana Mark & Nate Taylor

kbrackett05@unity.edu, dmark05@unity.edu, & ntaylor06@unity.edu

Climbing Wall Hours

Mon-Thurs 6:00-10:00pm

Climbing Wall Related Questions:

Climbing Wall Manager

Nancy Zane, Ext 289

nzane@unity.edu

Borrowing Group Gear

- **Communication**

The equipment room managers serve as liaisons to the faculty, staff & student leaders. They are available during hours of operation to assist you with the reservation, check-out and return of gear. Please feel free to contact Katy, Dana or Nate at extension 289 or via email at kbrackett05@unity.edu, dmark05@unity.edu or ntaylor06@unity.edu.
- **Listing a Trip on the Master Schedule**

Let the OAC know of trip dates, trip type and trip location as soon as possible—*preferably at the beginning of the semester*. This will allow us to anticipate needs for field experiences across campus and will help to prevent double-booking gear.
- **Reservation of Gear**
 - Submit an “Equipment Request & Use Agreement” two weeks in advance. We can not ensure that all of your gear will be available if a request is submitted less than two weeks in advance.
 - Instructors, teaching assistants and/or trip leader(s) can come down to the OAC during hours of operation to fill out the “Equipment Request & Use Agreement” or they can submit a gear list to OAC staff via e-mail.
 - When you request gear, you may also request a closet to put your gear in until you are ready to take it into the field. Faculty gets priority in relation to closet space.
- **Keys**
 - Faculty and staff that require regular OAC use during off hours can check out a set of keys at the beginning of the semester. The set of keys includes one for the front door, the closets, and the equipment room. Contact Nicole at extension 293 or via email at ncarus@unity.edu if you would like to check out a set of keys for the semester. Only the instructor of record or the designated teaching assistant(s) should have access to these keys.
- **Access Guidelines**
 - Only the instructor of record or the designated teaching assistant(s) are allowed access behind the counter in the equipment room.
- **Gear Checkout**
 - Gear will be ready three days prior to your trip. Instructors, teaching assistant(s) and/or trip leader(s) should inspect gear at this time to ensure that all items are present and in good working order. Once again, when you request gear you may request a closet to put your gear in until you are ready to take it into the field. Faculty gets priority in relation to closet space.
- **Gear Return Options**
 - Groups without Keys
 - Classes that do not have a set of keys must return gear to an OAC staff member during hours of operation.

- Groups with Keys
 - Classes that have a set of keys should return the *entire set of gear* in good condition either in the closet it came from or in a marked bin in the equipment room. Please provide a note indicating any missing or damaged items.
 - *Do not under any circumstances leave food, food-tainted garbage or uncleaned cooking gear in the closets, the equipment room or the OAC lobby.*
- Condition of Returned Gear
 - Gear should be returned in clean, working order or better than when it was rented.
 - With the exception of sleeping bags and clothing, gear should be cleaned and dried out prior to return. *The OAC staff is not responsible for cleaning group gear.*
- Dirty Laundry
 - Sleeping bags and clothing should be placed in the laundry bin in the equipment room upon return.
- Missing and Damaged Gear
 - Billing arrangements will be made if all gear is not returned in clean, working order.



EQUIPMENT REQUEST & USE AGREEMENT

Name: _____ Phone #: _____

Email Address: _____

*Please note that you will default your deposit if equipment is returned 5 days or more beyond the due date.
If you wish to keep gear longer than the normal one week period, you may come in prior to the due date to ask for an extension.
We can grant up to one additional week to students who ask in advance.
Additionally, you may be subjected to financial penalty for damaged or missing gear.*

Item #	Description

Date Rented: _____

Return Date: _____

Deposit Amount: _____

Returned On: _____

Payment Method: _____

Staff Initials: _____

I have checked over the equipment and I agree that all parts and accessories are present. I agree to accept the equipment as is. I assume complete responsibility for all risk of physical damage or loss to the equipment from any cause including, but not limited to: fire, theft, flood or any other casualty during the term of this lease.

I, for myself and heirs, assigns, executors, and administrators, agree to indemnify and hold harmless Unity College, its officers, employees, and agents from and against any and all loss, damage, cost, expense, liability, claim and demand of any kind, including attorneys' fees, that arises out of, or results from, or is otherwise related to use, operation of, and/or storage of the equipment including but not limited to claims arising from Unity College's failure to inspect and/or maintain the equipment.

I am aware of and familiar with the ordinary and inherently hazardous risks involved in using the equipment and I understand that I am assuming those risks in using the equipment. I further understand that Unity College makes no warranties or representations whatsoever, either expressed or implied, that the equipment is in a safe condition for any use.

I acknowledge that I am at least 18 years old, or the parent/guardian of the Equipment User, and have read, understand, and agreed to the above statement.

Signature: _____ Date: _____

Consumables

- White Gas
 - All individuals and groups will be charged \$2 per bottle. You do not have to use our fuel.
- Spices & Condiments
 - Condiments and spice kits may be used by classes.
- Iodine
 - Iodine for water treatment purposes may be used by classes.
- Food
 - Classes are not allowed to make use of the OAC food supply.
 - The OAC food supply is reserved specifically for the NOVA program.

Trip Planning Paperwork

- The OAC uses a variety of forms for trip planning purposes. These can serve as a foundation for your trip but each instructor will have a preference as to which forms should be used. Each form should be tailored to the specific needs of the course and/or trip.
- Copies of the following forms are available upon request:
 - Assumption of Risk
 - Liability Waiver
 - Health History Form
 - Drug and Alcohol Policy
 - Emergency Response Plan
 - Packing Lists
 - Near Miss and Incident Report
 - Trip Log

Overview of Gear

**Inventory was last updated in Spring '07. Please stop by for a visit to learn more about our newest gear!*

BACKPACKS

10 Backpacks (assorted sizes)

BOOKS

6-*Wilderness Educators Notebooks*
1- *2002 NOLS Nutrition Field Book*
1-*Environmental Education Notebook*
1-*Readings from the Outward Bound Wilderness*
2-*The Morrow complete Guide to Knots*
1-*AMC River Guide*
2-*The Complete Climber's Handbook*
3-*NOLS Cookery*
1-*Hiking on Mt. Desert Island*
1-*Hot Showers! Maine Coast Lodgings for Kayakers and Sailors*
1-*Sibley Field Guide to Birds*
1-*The Backcountry Classroom*

CHALLENGE COURSE

1-Pipe Line
1-Parachute
5-Hula Hoops

CLIMBING GEAR**Only available for rock climbing & winter mountaineering courses. The OAC does not lend climbing gear to a general audience or to instructors of any courses other than those specifically designed to teach climbing skills.*

19- Forest Mountain Mountaineering Axes
13- Blue Water Climbing Helmets
2- Petzl Climbing Helmets
6-BD Half Dome Climbing Helmets
17-Sets of crampons
Climbing Shoes
25-Harnesses
Carabineers
6-Dynamic Ropes
8-Static Ropes
4-Alpine Shovels
Various Protection for both Rock and Ice

CLOTHING

15-Rain Jackets (assorted sizes, sexes)
15-Rain Pants (assorted sizes, sexes)
15-Long Underwear Bottoms (assorted sizes, sexes)
15-Long Underwear tops (assorted sizes, sexes)

COOKING GEAR

12- 22ounce MSR Fuel Bottles
15- 32ounce MSR Fuel Bottles
11-Dippy Cups
21- Pot Holders
5-Soft Coolers
4- Ice Chests (Hard)
15-4qt. Pot sets
10-Frying Pans
8-Fry Bakes
3-Cake Pans
3-Can openers
8-Spatulas
4-Spoons
7-Ladles
23-Food Bags
12-MSR Whisperlite's
Spice Kits
LNT Kits (*consists of a trowel, toilet paper & waste disposal bags*)

ELECTRONICS

1-set of Motorola 2-way radios
1-VHF Marine Radio
2-Digital Cameras

MEDICAL/EMERGENCY

5-Medical Kits
Epi-Pens must be checked out separately

NAVIGATION

1- Brunton Deck Mountable Compass
14- Sunto A-10 Handheld Compasses
3-Map Cases
5-Medical Kits

SLEEPING BAGS

44-Sleeping Bags
19-Sleeping Pads
25- Stuff Sacks
5-Sleeping Bag Liners

TENTS/TARPS

- 10- Tarps
- 3-NUK TUK's
- 2-Black Diamond Mega Mid's
- 1-Kelty Noah's Tarp 9
- 3-Eureka Mountain Pass XT
- 2-REI Mountain 2
- 4-Repair Kits
- 4-Kelty Gunnison 2

WATER GEAR

- 46- Wetsuits (Assorted sizes)
- 26-PFD's (assorted sizes)
- 36- Canoe Paddles (assorted sizes)
- 7-Sea Kayak Paddles (assorted sizes)
- 4-Whitewater Paddles (assorted sizes)
- Canoe and Kayak Flotation (assorted)
- 6-Sea Kayaks/Touring (singles)
- 3-Sea Kayaks/Touring (tandems)
- 9-Creek/Play Kayaks
- 9-Throwbags
- 22-Neoprene Booties (various sizes)
- 18-Sprayskirts
- 15-Helmets
- 16-Canoes
- 2-Solo Whitewater Canoes
- 1-Tandem Whitewater Canoe
- 13-NRS Bills Bag 3.8 (Dry bag/Backpack)
- 29-Variou size dry bags

WINTER SPORTS

- 30-sets of assorted ski poles
- 25-sets of skis (assorted sizes)
- 37-sets of ski boots (assorted sizes)
- 18-sets of snowshoes (assorted sizes)
- 36-pairs of double boots (assorted sizes)
- 11-pairs of hiking boots (assorted sizes)

