What are the Cultural Centers?

- Cultural/Community centers are college-owned facilities established for the designated use of groups historically targeted and marginalized within U.S. society. They provide an opportunity for students to briefly retreat from environments which can be alienating at times.
- They serve an educational function by providing programming which is relevant to historically targeted groups. The opportunity to develop such programming allows students from targeted groups to explore their own identity and develop leadership skills in an empowering way.
- They are important campus sites for leadership development for other students as well. When “minority” students organize such programming and invite “majority” students to participate, a unique learning opportunity is created in that the invited students are required to shift their cultural lens “from the center to the margin,” and enter space which may feel like unfamiliar territory. Such experiences are essential for developing the skills required to interact effectively in the increasingly pluralistic world of the 21st century.
- The centers can and should serve an important function as a tool in the college’s recruitment and retention efforts for all students, but particularly for those from targeted groups.
- Centers are not residence halls as they are not intended to provide alternative living arrangements. They are not student organization offices as they are not primarily student work spaces, though that may be one of the functions they serve.

What Cultural Centers does Mount Holyoke now have?

- The Betty Shabazz House (2 Dunlap) is the oldest of the cultural centers and serves the need of the African American student community. It is also used by the African and Afro-Caribbean student community in cooperation with APAU (Association of Pan-African Unity) and MHACASA.
- The Eliana Ortega Cultural Center (4 Dunlap) serves the needs of the Latina community.
- The Zowie Banteah Cultural Center (4 Dunlap) serves the needs of the Native American/Indigenous community.
- The Asian Center for Empowerment (15 Woodbridge) serves the needs of the Asian and Asian American student community.
- The Jeannette Marks House (5 Faculty Lane East) provides a safe space and community center for lesbian, bisexual, transgender, queer, questioning, and allied students.

All Cultural Center hours of operation are based on the following categories:

- **Affiliated Hours**: Days and times which are designated for Student Organizations who are affiliated with the Cultural Centers.
- **Programming Hours**: Days and times in which non-affiliated student, organizations, academic, and professional departments can reserve the Cultural Centers.
- **Drop-In Hours**: Days and times in which anyone, regardless of their student organization affiliation or cultural identity, may visit the Cultural Centers.

Reserving the Cultural Centers

Cultural Center reservations are coordinated by Conference and Event Services, the Dean of Student’s Office, and Student Programs.

- All student organizations, academic/ and professional departments must reserve the Cultural Centers by contacting Conference and Event Services at [https://www.mtholyoke.edu/conference/event_services](https://www.mtholyoke.edu/conference/event_services).
- All student organizations must be officially registered and currently recognized as a Mount Holyoke Student Organization prior to submitting a Cultural Center reservation request. For more information, contact the Office of Student Programs or visit [https://www.mtholyoke.edu/studentprograms/studentorgs/benefits](https://www.mtholyoke.edu/studentprograms/studentorgs/benefits).
- All affiliated student organizations, meetings, programs, and events are granted priority as long as they adhere to the campus-wide reservation policy and affiliated student organization Cultural Center policy and guidelines during the set affiliated hours.
- All affiliated student organization events other than meetings or private socials require an Event Registration Form. For more information, contact the Office of Student Programs or visit [https://www.mtholyoke.edu/studentprograms/eventplanning/mhc-student-event-registration-form-erf](https://www.mtholyoke.edu/studentprograms/eventplanning/mhc-student-event-registration-form-erf).
MOUNT HOLYOKE COLLEGE
CULTURAL CENTER RESERVATION POLICY AND GUIDELINES

- **Non-affiliated student organizations and Academic/ professional departments** may reserve the Cultural Centers as long as they adhere to the campus-wide reservation policy and Cultural Center policy and guideline. **PLEASE NOTE:** THESE RESERVATIONS CAN ONLY BE GRANTED DURING CULTURAL CENTER PROGRAMMING HOURS. Please contact Conference and Event Services or the Dean of Students Office for Programming Hours days and times. (Exemptions may apply to some regularly scheduled Academic courses/ lectures).

- When Conference & Event Services makes a reservation in a Cultural Center, they will notify the Assistant Dean of Students prior to sending a confirmation and copy of the Cultural Center Guide-lines to the reserving party.

- The Conference & Event Services Coordinator will generate a Cultural Center usage report every Friday and send it to the Assistant Dean of Students. This report will show all events scheduled in all Cultural Centers for a two week period.

- **All non-affiliated student organizations and academic/ professional departments** must pay at $20.00 fee for kitchen and house supplies prior to using the space. (Exemptions may apply to some regularly scheduled Academic courses/ lectures).

- All who reserve the Cultural Centers will be held responsible for the clean-up of the facilities based on the Cultural Center Check-list. Failure to do so may result in an $80.00 cleaning fee. A repeat of these violations will result in loss of privileges

### Student Organizations which are affiliated with the Cultural Centers

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<thead>
<tr>
<th>The Asian Center for Empowerment</th>
<th>The Betty Shabazz Cultural Center</th>
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<tbody>
<tr>
<td>ASA (Asian Student’s Association)</td>
<td>APAU (Association of Pan-African Unity)</td>
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<tr>
<td>AASIA (Asian American Sisters in Action)</td>
<td>MHACASA (Mount Holyoke African and Caribbean Student Association)</td>
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<td>KASA (Korean American Sisters Association)</td>
<td>SAMI (Students Against Mass Incarceration)</td>
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<td>CCA (Chinese Cultural Association)</td>
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<td>Liga Filipina</td>
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<td>VSA (Vietnamese Students Association)</td>
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<td>South Asian Student Association/ AWAZ</td>
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<td>Bangla Club</td>
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<td>NEPSO (Nepali Student Organization)</td>
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<td>PSC (Kuch Karo: Pakastani Students for Change)</td>
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<th>The Eliana Ortega Cultural Center</th>
<th>The Jeanette Marks House</th>
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<td>La Unidad</td>
<td>True Colors</td>
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<td>MECha</td>
<td>Familia</td>
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<th>The Zowie Banteah Cultural Center</th>
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<td>Native Spirit (CURRENTLY INACTIVE)</td>
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<td>Haw ai’l Club (CURRENTLY INACTIVE)</td>
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### General Cultural Center Use Guidelines:
*Please refer to the Cultural Center Check-list for additional Guide-lines.*

- **Clean up after yourself.**
- Please turn off lights, shut doors and windows when you leave.
- Return furniture to original placement.
- All the items that belong to the centers should not leave the building (with the exception of the library policies).
- Share the space and be aware of other people’s and group spaces.
- Be inclusive and welcoming to all.
- Overnight visits are not allowed.
All meetings, programs, and events must end no later than 11:00 pm and the cultural center must be vacant no later than 12:00 am.

No alcohol, drugs, or sexual activities in the Cultural Centers.

If something breaks any guidelines or policies, report it to the student staff or Assistant Dean of Students. (Each student staff member’s contact information is on the bulletin board) In case of emergency (leaking roof or gas, allergy attack, etc.) call Campus Police or Facility Management.

- Campus Police: 413-538-2304
- Facility Management: 413-538-2012

Follow library loan policies. Please return all books. (Applicable only to the Marks Cultural Center)

Post flyers on appropriate bulletin boards.

Do not remove or rearrange any pictures, signs, posters, decorations, or furniture.

Cultural Center Printers are available for all students, faculty, and staff; however, you must provide your own paper. Paper located in the office is for Cultural Center Student Employees only!

Respect the guidelines.

Enjoy the centers appropriately ☺

General Kitchen Guide-lines:

Students, faculty and staff, regardless of your affiliation, must adhere to the Mount Holyoke College policies and procedures regarding catering and food handling. For more information, contact the Office of Student Programs or visit https://www.mtholyoke.edu/studentprograms/eventplanning/foodpolicy

- Throw away all trash and recyclables in bins outside on the porches.
- Clean stove after use
- Sweep and vacuum floors. This includes mopping up any and all spills.
- Note missing cleaning items (dishwashing liquid, etc.) on the Needs List posted on the bulletin board.
- Wash, dry and store away all dishes, pots and pans after use.
- Label all the food stored in the refrigerator and/ or cabinets with NAME and DATE. Any food which is unlabeled, open and there is a possible chance for contamination, or beyond the expiration date will be disposed immediately.
- Do not take anything from the refrigerator without permission from the owner.
- Make sure that all the furniture in the kitchen is in its original position.

General Refrigerator/Freezer Rules:

- Any food that is not labeled will be disposed immediately.
- All prepared food must be DISCARDED.
- KEEP THE REFRIGERATOR NEAT AND TIDY. Do not put leaking or uncovered food in the refrigerator.

REMINDER

The cultural centers are expected to remain in a clean, orderly, respectable state. Individuals or organizations who reserved the space and/ or were last in the space will be held accountable and charged a cleaning fee of $80.00. A repeat of these violations will result in loss of privileges.

Please refer to the Cultural Center Policy and Guide-lines Check-list for detailed information.

For more information, questions, or concerns, please contact the Dean of Students Office at 413-538-2550 or Latrina L. Denson at ldenson@mtholyoke.edu.