



# Pardall Center guidelines

## Isla Vista Community Relations Committee

The Pardall Center is the typical location for in-person IVCRC meetings, such as our general meetings (as detailed in [General meeting guidelines](#)). The address is as follows:

6550 Pardall Rd  
Isla Vista, CA 93117

The building has an alarm system that we need to disarm and arm every time we enter and leave, respectively.

## To enter the building

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Contact [Fernando Cuevas](#) via Slack or email so that he can get you a keycard. Only two people in the committee can have a keycard at the same time, including advisors. Current keycard holders are:

- [Allina Mojarro](#)
- [Yiu-On Li - IVCRC Internal Chair](#)

Once you get your card, hold it up to the card reader at the front door of the building to enter.

You'll have to keep your card charged in order to keep using it.

- There's a wall charger inside the building, in front of you when you enter and next to the water cooler and corkboard.
- Hold your card up to the charger for a few seconds; the charger should flash blue when your card is fully charged.
- You get about 10 unlocks per charge.

Why do you need to charge a card? No idea. Maybe it's a security thing.



## To disarm

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When you first unlock one of the doors to the Pardall Center and enter the building, you'll hear a high-pitched buzzing sound. The noise tells you that you have about 60 seconds to disarm the alarm system before there's a super loud noise, the cops get called over, and a bunch of AS admin people get notified that the alarm went off.

Obviously, if you aren't breaking in, this is terribly inconvenient (and if you *are* breaking in, then this is still terribly inconvenient). So as to forestall lifelong shame and embarrassment, you'll need to disarm the alarm system, and fast.

The alarm system panel is located behind a pillar ahead and to the right of the front door. Walk up to it and perform the following steps:

1. Enter your code (which you should've gotten from someone in AS).
2. Press CMD.

If all goes well, the buzzing noise should stop, and you can continue your business in the Pardall Center without worrying that you'll have a funny story to tell at the Thanksgiving dinner table.



## To arm

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The alarm system will stay unarmed until you arm it again. A perpetually unarmed alarm system sorta defeats the purpose of having an alarm system in the first place, so remember to rearm the system when you leave the Pardall Center. (Make sure to clean up after yourself before you leave, though.)

To arm the alarm, make sure the front door is firmly closed first. Then, walk up to the alarm panel and perform the following steps:

1. Press CMD.
2. Press ARM.
3. Enter your code.

The system is now armed. You now have 60 seconds to exit the building and close the front door. If you haven't left by that time, motion detectors inside the building will sense you and AHHHH MY EARS

Yeah, so make sure you leave quickly when you arm the system. If you have second thoughts about arming the system, press CMD twice to cancel the alarm countdown and disarm the alarm again.

Note that the system won't let you arm it if any of the exterior doors are open, so make sure to close them first. You can reopen them (and reclose them) to leave.