

CONFERENCE ROOMS

*Conference room is available in Public Folders in Outlook, please view availability first.

ROOM	CAPACITY	AVAILABILITY	FOOD/DRINK ALLOWED?	CONTACT
A-4C1 Administrative Services	10	Limited M-F, 8 am - 5 pm	No (permission required)	Paty Reyes (temporary) Ext. 2879
*AA-140 Instructional Services	40	M-F, 7 am - 10 pm This is Instructional Services' primary conference room and has first priority.	YES	Sandra Richtmyer Ext. 2246
*ESC-10	10	M-F, 8 am – 7 pm	NO	Jody Hall Ext. 8165
*LL-112 Library Conference Room	10	M-Th, 8 am – 4 pm Possible Schedule changes during college holidays and breaks	YES	Christine Brady Ext. 2666
*MD-155B	10	M-F, 8 am - 5 pm	YES	Jennifer Martin Ext. 2154 or Dolores Silva Ext. 2759
*MD-155C	16	M-F, 8 am – 5 pm	YES	Jennifer Martin Ext. 2154 or Dolores Silva Ext. 2759
*MD-201	10	M-F, 8 am – 5 pm	YES	Julie Thurston-Donaghy, Ext. 2387 or Rebecca Clements Ext. 2330 or Sheri Frankfurth Ext. 2329
*MD-301	10	M-F, 8 am – 5 pm	YES	Jenny Al-Shafie Ext. 2489 or Sheila Atkins Ext. 2412
*NS-145	14	M-F, 8 am – 5 pm	Allowed with prior arrangements	Debbie McBayer Ext. 2253
NS-146	8	M-F, 8 am – 5 pm	YES	Debbie McBayer Ext. 2253
SSC-1 Governing Board Room	69	M-F until 7 pm Unavailable 2 nd Tuesday of the month.	NO	Debra Doerfler Ext. 2104 Cheryl Ashour Ext. 2105
*SSC-35 Student Services	10	M-Th, 8 am - 5 pm F, 8 am - 4 pm	NO	Janiece Pettit Ext. 2158
*SU-203 Executive Conference Room	18	M-F, until 5 pm	NO	Marilyn Lunde Ext. 2594
President's Office Conference Room	12	Use as last resort	NO	Cheryl Ashour Ext. 2105
ETV Conference Room Videoconference Meetings only	40		NO	Phil Cerda Ext. 2429

All Classrooms should be scheduled utilizing the email address: [Events Scheduler](#)
Prepared by Office of Instructional Services

I:\SHARE ALL\CLASS SCHEDULE MATERIALS\CLASSROOMS\MAIN CAMPUS ROOMS