

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)	Jenny Vastola Ext 2109
*AA-140 Instructional Services Unavailable from 10/1/19 to 6/30/20	40	M-F, 7 am - 10 pm This is Instructional Services' primary conference room and has first priority.	YES	Sandra Richtmyer Ext. 2246 or Barbara Llamas Ext. 2217
*ESC-10	10	M-F, 8 am – 7 pm	NO	Nicole Puccio Ext. 8165
*H-304	10	M-Th, 8 am – 5pm Fri varies (call for hours)	With Approval	Anna-Kate Hilton Ext. 2251
*H-306	33	M-Th, 8 am – 5 pm Fri varies (call for hours)	With Approval	Anna-Kate Hilton Ext. 2251
*LRC-116	36	M-F, 8 am – 5 pm	YES	Events Scheduler Ext. 3450
*LRC-438	117	M-F, 8 am – 5 pm	YES	Events Scheduler Ext. 3450
*MD-155B	10	M-F, 8 am - 5 pm	YES	Anne Delgado Ext. 2154 or Allison Tyra Ext. 2759
*MD-155C	16	M-F, 8 am – 5 pm	YES	Anne Delgado Ext. 2154 or Allison Tyra Ext. 2759
*MD-201	10	M-F, 8 am – 5 pm	YES	Julie Thurston-Donaghy, Ext. 2387 or Sheri Frankfurth Ext. 2329
*MD-301	10	M-F, 8 am – 5 pm	YES	Sheila Atkins Ext. 2412 or Teresa Quainoo Ext. 2206
*MO-103	6	M-F, 8 am – 4:30 pm	With Approval	Theresa Lambert or Dayna Schwab Ext. 2629
*MO-111	20	M-F, 8 am – 4:30 pm	YES	Theresa Lambert or Dayna Schwab Ext. 2629
*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	Jill D'Errico Ext. 2158
*SU-203 Executive Conference Room	18	M-F, until 5 pm	NO	Kelly Donaghy Ext. 2594
President's Office Conference Room	12	Use as last resort	NO	Cheryl Ashour Ext. 2105

All Classrooms should be scheduled utilizing the email address: [Events Scheduler](#)

Prepared by Office of Instructional Services