

AVAILABLE XAVIER UNIVERSITY CONFERENCE ROOMS 2019-20

BUILDING / ROOM	CAPACITY	CONTACT - PHONE	NOTES
ALUMNI BUILDING			
Surkamp Room	18 @ 1 table	Cindy Amshoff - 3335	Four extra chairs in room
2nd Fl Conf Room	10 @ 1 table	"	Large room with extra chairs if needed
Cafeteria - Lower level	65 - 70	"	Large room - booths & table/chairs
COHEN			
Cohen 158	12	Tina Forschler - 3150	
CONATON LEARNING COMMONS			
Kennedy Auditorium (412)	172	Registrar's Office - 3941 or xureg@xavier.edu	Computer - Projector - Screen Computer hook-up - Screen
Geschke Terrace - 3rd Floor		Alison Morgan - 3931	
Geschke Terrace - 4th Floor		"	Useful for receptions in conjunction with 412 / 413
Geschke Terrace - 5th Floor		"	
ELET HALL			
Elet 304	8 - 10	Debbie Bessler - 3533	
FENWICK PLACE			
Mission & Identity			
Fenwick Conference Rm	20 - 40	Diana Rischmann - 3777	Computer - Projector - Screen
Conway Library	12 max	"	
GALLAGHER STUDENT CENTER			
Arrupe Overlook	Theater style - 150 Boardroom - 42 Reception - 165	Chris Marshall - 3205 or Astra form online or email studentcenter@xavier.edu	Screen, Solstice, Microphones Other AV available in all spaces.
Arrupe Patio	Preset tables/chairs - 20 Standing - 100	or call 3228 "	
Clock Tower Lounge	Theatre style - 96 Banquet - 60 Reception - 100	" " "	Screens, Solstice, Microphones
GSC 214 - Mtg. Rm.	34	"	Projector Screen, Solstice, Whiteboard
GSC 251 - Mtg. Rm.	10	"	Screen and Whiteboard
GSC 330 - Mtg. Rm.	32	"	Projector and Screen, Solstice, Whiteboard
GSC 304 - Mtg. Rm.	16	Karen Miller - 3202 Stefanie Lorentz - 3166	Web hook-up - Dry erase board - Smartboard
GSC 310 - Mtg. Rm.	12	Katie Minning - 3567	Web hook-up - Dry erase board
HINKLE HALL			
Hinkle 201	15	Donna Wallace - 3544	Web Hook-up
MCDONALD LIBRARY			
Room 130	36	Registrar's Office - 3941 or xureg@xavier.edu	Computer - Projector - Screen
SCHOTT HALL			
Schott 1001	10 @ 1 table	Pam Rose - 3464	
Schott 1010	15 @ 1 table	"	
SCHMIDT HALL			
Schmidt Room 306	6	Julie Taylor - 3445	Web hook-up - Dry Erase Bd - Screen. Requires approval.
Conaton Board Room	Chairs only - 250 Tables/Chairs - 150 Standing - 300	Mary Ballou - 3501 " "	Requires VP Recomm. & Pres Approval
Sr. Mary Virginia Sullivan Room	20 @ 1 table	"	Table must remain. Requires approval.
SMITH HALL			
2nd Floor Tower Room (247)	Large table / 20 chairs	Eileen Corder - 3528 or	Web hook-up - Dry Erase Board - Screen
3rd Floor Tower Room (344)	Large table / 20 chairs	Rebekah Friedhoff - 3609	"
Exec Conference Room (308)	Large table / 36 chairs	"	Web hook-up and screen
Atrium / Lobby		"	Avail for special events only
Outside Terrace		"	Avail for special events only