



IMPORTANT – PLEASE READ

RULES AND GUIDELINES FOR USING THIS ROOM

Rules for Using This Room

- To Reserve this room
 - Student Organizations contact E&C at x8-6330
 - Instructors contact Dean's Office at x8-2760
- Please do not disconnect, reconfigure or move any equipment in this room.
- Please leave this room in a neat and orderly fashion as you leave. Please dispose of food and trash in the proper receptacles. The room furniture must be left in its original configuration.
- The person or organization reserving this room will be held responsible for damage to room, furniture, or equipment.
- If there is a fire alarm in the building, please use the posted evacuation route to exit the building.

Contacts for ISAT/CS & HHS Building

- Weekends and After Building Hours contact College Center Services for all problems associated with your event at x8-6450.
- Audiovisual Equipment Problems call:
 - x8-6799 or x8-6803
 - x8-8747 (5-8pm M-Th)
- Emergency or Medical Problems contact:
 - Campus Police x8-6911 (24 hours)
- Parking Issues contact:
 - Parking Services x8-3300 or x8-7202
- Special Events (food delivery) contact:
 - Office x8-6637
- Building Coordinator (to report any non-emergency issues):
 - Dean's Office x8-2760