



**COLLEGE CONTACTS
FOR INTERNAL FACILITY RESERVATIONS**

COLUMBIA CAMPUS

To reserve College space, Affiliated Entities should contact the Internal Facility Coordinator listed below. Non-Affiliated Entities wishing to reserve space should contact the Economic and Workforce Development office for the Columbia Campus or the Internal Facility Coordinator listed for the particular extended campus location (see page 2).

<u>Building/Facility/Room</u>	<u>Hours of Operation</u>	<u>Internal Facility Coordinator</u>
CLASSROOMS Buildings: Clement, Health Sciences, Hickman, Walter, Warf & Webster Athletic Center	7:45 a.m. – 10:00 p.m., M-R 7:45 a.m. – 4:15 p.m., F	Administrative Secretary Academic Affairs Telephone: 931.540.2520 lbosher@columbiastate.edu
COMPUTER LABS* Buildings: Clement, Hickman, Library, Warf	7:45 a.m.-9:00 p.m., M-R 7:45 a.m. - 4:15 p.m., F	HelpDesk/Administrative Coordinator Information Technology Telephone: 931.540.2650 helpdesk@columbiastate.edu
JONES STUDENT CENTER Cafeteria Napier Room* Plaza	Determined by Event	Administrative Secretary Student Affairs Telephone: 931.540.2570 kgwin1@columbiastate.edu
LEDBETTER AUDITORIUM Building: Clement	Determined by Event	Administrative Secretary Student Affairs Telephone: 931.540.2570 kgwin1@columbiastate.edu
WAYMON L. HICKMAN BLDG. Cherry Theater Conference Room 104 Training Rooms 116, 122, 123	Determined by Event	Administrative Secretary Student Affairs Telephone: 931.540.2570 kgwin1@columbiastate.edu
WEBSTER ATHLETIC CENTER Indoor/Outdoor Tracks Athletic Fields Baseball Pavilion	Determined by Event	Administrative Secretary Student Affairs Telephone: 931.540.2570 kgwin1@columbiastate.edu
WARF PLAZA CIRCULAR COMMONS	Determined by Event	Administrative Secretary Student Affairs Telephone: 931.540.2570 kgwin1@columbiastate.edu

*These labs and rooms are not available for use by non-affiliated entities.

EXTENDED CAMPUSES

<u>Building/Facility/Room</u>	<u>Hours of Operation</u>	<u>Internal Facility Coordinator</u>
Williamson Campus	Determined by Event	Administrative Secretary VP-Williamson Campus & External Services Telephone: 615.790.5926 mchally@columbiastate.edu
Lawrence Campus	Determined by Event	Learning Center Specialist Telephone: 931.766.1605 ckeeton3@columbiastate.edu
Lewisburg Campus	Determined by Event	Learning Center Specialist Telephone: 931.359.1938 trogers16@columbiastate.edu
Clifton Campus	Determined by Event	Campus Coordinator Telephone: 931.676.3000 sfoust1@columbiastate.edu

Note: Facilities are not available when the College is closed during holidays and inclement weather, unless the president grants an exception.