

College of Charleston Faculty/Staff Facility Reservations Contact List

FACILITY	CONTACT PERSON	OFFICE LOCATION	EMAIL	PHONE
58 George Courtyard	Sarah Zeigler	Sottile Theatre	zeiglers@cofc.edu	953-6340
Admissions Information Center <i>(2nd Floor, Small Library)</i>	Margaret Puckhaber Mackenzie Chasteen	Admissions	puckhaber@cofc.edu chasteenm@cofc.edu	953-6614 953-5441
Alumni Memorial Hall	Alexa Thacker	President's Office	thackera@cofc.edu	953-6673
Avery Research Center <i>McKinley Washington Auditorium Jeanette & Benjamin Cox Exhibition Hall</i>	Oliver Smalls	Avery Research Center	smallso@cofc.edu	953-7612
Beatty Center	Karen Thal	School of Business & Economics	thalk@cofc.edu	953-6651
Beatty Center, Room 220	Cantrece White	Economic Partnership Initiative	whitec@cofc.edu	953-5628
Blacklock House	Lauren Towe	Alumni Relations	towel@cofc.edu	953-7108
Chapel Theatre <i>limited availability</i>	Marie Oleksiak	Theater Department	oleksiakm@cofc.edu	953-6306
Classrooms- Computer/Smart/Media <i>BELL/MYBK/ECTR/LCTR/RSS</i>	Kristen Bennett	Registrar's Office	bennettk@cofc.edu	953-6337
College of Charleston Guest Housing	Eliza Cleveland	President's Office	clevelande@cofc.edu	953-6519
Communications Museum, Room 301	Rick Zender	John Rivers Communication Museum	zenderr@cofc.edu	953-5810
Cistern Yard	Alexa Thacker	President's Office	thackera@cofc.edu	953-6673
Cougar Plaza	Ed Short	Student Life	shorte@cofc.edu	953-8113
Dixie Plantation	Barney Holt	Foundation	holtw@cofc.edu	953-1836
Faculty House	Eliza Cleveland	President's Office	clevelande@cofc.edu	953-6519
F. Mitchell Johnson Center <i>John Kresse Arena Silcox Center</i>	Gene Sessoms	Campus Recreation Services	sessomse@cofc.edu	953-5559
Hawkins Lounge	Kendra Almy	Honors College	almyk@cofc.edu	953-7154
Higdon Student Leadership Conference Room	Michael Duncan	Higdon Student Leadership Center	duncanm@cofc.edu	953-6356
Jewish Studies Center, 1st Floor Arnold Hall	Enid Idelsohn	Jewish Studies	idelsohne@cofc.edu	953-5682
Jewish Studies Center, 3rd Floor Conference Rm.	Sabine Hagn-Ford	School of LCWA	hagnfords@cofc.edu	953-5770
J.C. Long, Room 124	Marti Norfleet	School of LCWA	norfleetm@cofc.edu	953-7619
Multicultural Center Conference Room	Chris Gilliard	Multicultural Student Programs & Services	gilliardc@cofc.edu	953-5470
North Campus <i>No parties or banquets</i>	Jessica Robinson	Lowcountry Graduate Center	robinsonjl@cofc.edu	953-6684
Outdoor Recreational Facility <i>James Island</i>	Gene Sessoms	Campus Recreation Services	sessomse@cofc.edu	953-5559
Patriots Point Athletics Complex	Josh Bryson	Athletics	brysonj@cofc.edu	953-5409
Physicians Auditorium	Ed Short	Student Life	shorte@cofc.edu	953-8113
Physicians Promenade	Ed Short	Student Life	shorte@cofc.edu	953-8113
Randolph Hall, 3rd Floor Conference Room	Betty Craig	President's Office	craigb@cofc.edu	953-5759
Rivers Green <i>No amplified sound</i>	Ed Short	Student Life	shorte@cofc.edu	953-8113
Robert Scott Small Bldg., Room 245 <i>Dance Room</i>	Gene Sessoms	Campus Recreation Services	sessomse@cofc.edu	953-5559
School of Education, Health, & Human Performance <i>Alumni Center/Dean's Conference Room Weekdays only</i>	Nancy Waller	EHHP Dean's Office	wallern@cofc.edu	953-5272
Septima Clark Room (Education Center 118)	Kristen Bennett	Registrar's Office	bennettk@cofc.edu	953-6337
Simons Center Facilities <i>Art History Room 309/Theatre 220</i>	Kathryn Norton	School of the Arts	nortonk@cofc.edu	953-6339
Sottile House Conference Room	Debbie McQueeney	Institutional Advancement	mcqueeneyd@cofc.edu	953-1827
Sottile Theatre & Terrace Lobby	Sarah Zeigler	Sottile Theatre	zeiglers@cofc.edu	953-6340
Stern Student Center & George St Events	Ed Short	Student Life	shorte@cofc.edu	953-8113
Stern Center Garden	Ed Short	Student Life	shorte@cofc.edu	953-8113
Tate Center (2nd Floor Only)	Cantrece White	Economic Partnership Initiative	whitec@cofc.edu	953-5628
<i>Use of College of Charleston facilities for photographic, TV, or movie production</i>	Stan Gray	Marketing & Communications	grays@cofc.edu	953-5496

UPDATED- September 4, 2008

Contact Ed Short to report inaccurate information (shorte@cofc.edu).