

University Club: Z-6 Dining Hall

Policies & Procedures

Purpose:

- For the University community, a dining/entertaining venue to build and foster relationships

Use:

- The room is to be used for Event and Social Space only. Hubbard is available for meetings.
- There is no Audio/Visual equipment in the University Club room and no equipment should be brought in for use.
- Food served in the University Dining room must be ordered through Dine West.
- Please do not move or re-arrange the furniture. If approved, Dine West will manage limited movement of the furniture.

Fee:

- Standard set-up/tear-down fee: TBD
- Fee for non-standard set-up to be determined by Associate Vice President

Availability:

- Monday, Tuesday, and Wednesday: Available during breakfast and dinner
- Thursday and Friday: Available all day

Who is it available to?

- Students - NO
- Faculty - Yes
- Staff - Yes
- Community – NO

Alcohol Allowed:

- Not allowed unless approved by VP of Business and Finance

How to Reserve:

- Both the Student Organization and Department Reservation Forms may be found on the “Where to Reserve Facilities” page of the Auxiliary Services website.
- Select “University Club” on the list of available locations on your Reservation Form.