

Room Options for Medical Student Interest Groups

Building Capacity / Room Capabilities

Food/drink is **NOT** permitted inside of Leadership Hall. However, food/drink is permitted in the lobby and corridor outside of the hall and must be cleaned up when the event concludes. Food/drink is permitted in the Atrium but must be cleaned up when the event concludes.

MSTF

Leadership Hall	380LL/294UL / Projector/ Instructor PC / Wireless / Power unavailable
Atrium*	300** standing; 160* seated / Wireless and Power unavailable

*if tables and chairs are needed, please submit a work order to Facilities at least 14 days prior to your event.

** The Campus Fire Marshal is the ultimate authority on occupancy limits

Food/drink is permitted in the following locations but must be cleaned up when the event concludes.

HSF I

516	15 / Wall-mounted monitor / Wireless / limited power at seats
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Howard Hall Pods

229A-D	12 each / Wall-mounted monitor / Wireless / Power at seats
Reid Room A (242)	80 / Instructor PC / Wall-mounted monitors / Wireless / Power at seats
Reid Room B (244)	80 / Instructor PC / Wall-mounted monitors / Wireless / Power at seats

Bressler

Hosick Lecture Hall	100 / Instructor PC / Projector / Wireless / Power at seats
Taylor Lecture Hall	160 / Instructor PC / Projector / Wireless / Power at seats

NOTE: chairs in classroom settings could be missing or rearranged. Please check the room after you receive confirmation to use the space. If seating is not adequate, please place a work order with Facilities at least 14 days prior to your event to have additional seating installed. In addition, if food service tables are needed in any location, please submit a work order for this as well – after you receive confirmation to use the space and at least 7 days prior to your event. Facilities will not act on table/chair requests without the required 7-day advance notice.

For Facilities work orders: Go to [Submit a Facilities Work Request - Operations and Maintenance \(umaryland.edu\)](https://umaryland.edu) and follow the prompts to submit a work order request. If you have problems placing a work order online, call Facilities at 410-706-7570.

These spaces can also be used as study spaces in the after-hours if no other events are scheduled. The Reid spaces and the BRB lecture halls can be accessed with the student UMB badge. BRB lecture halls can be accessed after-hours from the Mezzanine level (with the student UMB badge).