



Scheduling Protocols

Hoover 109 (Executive Conference Room)

Scheduling of H109 will not follow the typical naming pattern in order to clarify the space's use. The following priority order will be used:

1. Board of Trustees
2. Senior Staff
3. Institutional Advancement Donor Meetings
4. VIP/Donor Gatherings
5. Non-student Hoover Center Departmental Use
6. Executive Functions of Community Groups