

Building Coordinator List

BUILDING	ROOM	CONTACT	PHONE	EMAIL
Art Classrooms	BBS 101, 330, 332	Robin Snyder	2508	rdsnyder@samford.edu
Art Gallery		Robin Snyder	2508	rdsnyder@samford.edu
Athletic & Recreation Facilities		Nick Madsen	2194	njmadsen@samford.edu
Auxiliary Room		Kath White	2825	kwhite1@samford.edu
Beeson Divinity Hall	North Wing	Sandra McDonald	2946	shmcdona@samford.edu
Beeson Divinity Hall	South Wing	Bridget Rose	2229	bcrose@samford.edu
Beeson Divinity Hall	N101	Bridget Rose	2229	bcrose@samford.edu
Beeson Divinity Hall	Student Commons	Bridget Rose	2229	bcrose@samford.edu
Beeson Divinity Hall	Hodges Chapel	Bridget Rose	2229	bcrose@samford.edu
Beeson University Center	Ben Brown Plaza	Lee Carmon	2752	plcarmon@samford.edu
Beeson University Center	Cafeteria	Lee Carmon	2752	plcarmon@samford.edu
Beeson University Center	Exhibit Area	Lee Carmon	2752	plcarmon@samford.edu
Beeson University Center	Flag Colonnade	Lee Carmon	2752	plcarmon@samford.edu
Beeson University Center	Food Court	Lee Carmon	2752	plcarmon@samford.edu
Beeson University Center	Quad	Lee Carmon	2752	plcarmon@samford.edu
All outdoor non-athletic areas		Lee Carmon	2752	plcarmon@samford.edu
Bolding Studio	BBS 311	Suzy Metts	2778	spmetts@samford.edu
Brooks Hall		Glenda Martin	2771	gsmartin@samford.edu
Buchanan Hall		Suzy Metts	2778	spmetts@samford.edu
Burns Hall	1st Floor Rooms	Vicki Castello	2747	vncastel@samford.edu
Burns Hall	2nd Floor Rooms	Kath White	2825	kwhite1@samford.edu
Burns Hall	3rd Floor Rooms	Kath White	2825	kwhite1@samford.edu
Chapman Hall	1st Floor Rooms	Vicki Castello	2747	vncastel@samford.edu
Chapman Hall	3rd Floor Rooms	Beth Gilbert	2925	htgilber@samford.edu
Chapman Hall	Choir Room (210)	Kath White	2825	kwhite1@samford.edu
Center for Healing Arts	Classrooms	Tan Hall	2861	tjhall@samford.edu

Center for Healing Arts	The Rotunda Area	Tan Hall	2861	tjhall@samford.edu
Computer Labs		Vicki Norris	2886	vgnorris@samford.edu
Davis Library		Eric P. Allen	2846	epallen@samford.edu
Dwight Beeson Hall	All Classrooms	Ginger Robertson	2393	grburton@samford.edu
Dwight Beeson Hall	Brock Forum	Susan Murphy	2858	swmurphy@samford.edu
Harrison Theatre		Renee Butcher	4282	recooper@samford.edu
Ingalls Hall		Jan Vaughn	2721	jcvaughn@samford.edu
J. H. Brock Hall	Recital Hall	Suzy Metts	2778	spmetts@samford.edu
J. H. Brock Hall	Classrooms	Suzy Metts	2778	spmetts@samford.edu
Law Library		Becky Clapp	2714	lrclapp@samford.edu
Orlean Bullard Beeson		Brooke Gilreath	4323	kbgilrea@samford.edu
Outdoor Areas	Athletic	Nick Madsen	2194	njmadsen@samford.edu
Outdoor Areas	Non-athletic	Lee Carmon	2752	plcarmon@samford.edu
Reid Chapel		Kath White	2825	kwhite1@samford.edu
Robinson Hall		Kathy Walton	2704	khwalton@samford.edu
Russell Hall	Math & Computer Science	Mattilyn Harless	2848	mlharles@samford.edu
Russell Hall	Pharmacy Rm 208	Jan Vaughn	2721	jcvaughn@samford.edu
Samford Hall		Candace Peters	2811	cspeters@samford.edu
Sciencenter	All classrooms	Darlene Dowdy	2844	dldowdy@samford.edu
Sciencenter	Planetarium	George Atchley	4139	geatchle@samford.edu
Theatre Classrooms	BBS 114, 226	Renee Butcher	4282	recooper@samford.edu
University Center Annex	1st Floor	Debbie McGrady	2465	dmcgrad@samford.edu
Wright Center	Concert Hall	David Hartley	2615	dvhartle@samford.edu
Wright Center	Green Room & Dressing Rooms	David Hartley	2615	dvhartle@samford.edu

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Social Function Guidelines As Established By Samford University

Please remember the following important guidelines to insure your organization does not go on social probation or even worse face potential lawsuits.

* All fraternity/sorority functions must be put on the University calendar (at least 10 days in advance). Social events must include location and name of chaperone and phone number. The Office of Student Involvement is not in charge of putting events on the calendar. You will need to see Mrs. Carmon in the information center to turn in your Time and Space forms, once they are completed and signed by all advisors, **including the Greek Life advisor in the Office of Student Involvement.**

* Each fraternity/sorority is strongly encouraged not to plan activities that conflict with University events. Campus wide programs cannot be scheduled over. (Such as Homecoming, Step Sing, and Spring Fling)

* All on campus outside parties are subject to Samford University & City of Homewood ordinances (noise levels, closing times, parking regulations, maximum occupancy).

* Absolutely no alcohol allowed at any fraternity/sorority function (on or off campus).

* A university-approved chaperone must be present at all organized functions (such as alumni ***minimum 5 years removed from chapter*** or chapter/faculty advisor). Such functions include off campus formals or mixers and on campus open band parties.

* All fraternities/sororities holding parties (off campus) more than one hour away from campus must provide bus transportation for their members and guests to and from the party. All parties must end by 1:00 am and the members and their guests must return to campus thereafter.

*Absolutely no over night social functions

* Please note because of the liability social organizations face, a gathering of as few as two fraternity/sorority members or associates could be considered a fraternity function by a court of law.