

The CLCE Collaboratory

MSC 3308 | Third Floor

[See Building Floor Plan >](#)



Room Features

- Carpeted

Audio/Visual Features

- TV with HDMI connections

Room Availability Restrictions

- Available for reservations on Tuesday, Thursday & Friday beginning at 5:30pm.
- Available for reservation on Saturday & Sunday all day, during regular business hours.
- Only Student Organizations are able to reserve this space.

Room Reservation Restrictions

- Room is considered a Social Room and must be reserved three weeks in advance.
- Reservations in this space require an Event Review to take place with your Event Planner at least two weeks prior to your event.

Staffing Requirements

- Two (2) Event Staff are required when reserving this space. The hours of the Event Staff vary based on reservation times and have a 3-hour minimum. You can find pricing for Event Staff by [clicking here](#).
- If additional sound and light equipment is needed, an AV Sound Technician will be required. Reach out to your Event Planner for more information.



Capacities by Setup Type

Classroom: 50 People

This room setup cannot be altered to accommodate other types of setups.

Maximum capacities reflected above may not be possible depending on your event needs. Talk with a representative for the most accurate information.



MARSHALL STUDENT CENTER EVENT & MEETING SERVICES

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