

Salem State College

Meeting Space Specifications

North Campus, Campus Center

1. Veteran's Memorial Hall, 201

Large, multi-purpose function room. Space is suitable for speakers, meetings, workshops, dinners, dances and small concerts. This room can be divided in half upon request. Room features include:

- Air conditioning
- Built-in DVD/CD player
- Sound system
- LCD projector and screen
- Portable staging (one and a half foot tall risers)
- Round tables (60 inch diameter, provide seating for eight)
- Rectangular tables (six foot length)
- Room seating capacity for events with round tables is up to 200 (luncheons or dinners). Room seating capacity for lectures or dances is up to 300.
- Contact Helen Collins at 978.542.6438 for reservations



2. Martin Luther King, Jr. Room, Room 213

Multi-purpose function room. Space suitable for speakers, receptions, meetings/meals. Room features include:

- Carpet
- Air conditioning
- Portable staging (one and a half foot tall risers)
- Round tables (60 inch diameter, provide seating for eight)
- Rectangular tables (six foot length)
- Room seating capacity for events with round or rectangular tables is up to 80 (luncheons or dinners). Room seating capacity for lectures or receptions is up to 100.
- Contact Helen Collins at 978.542.6438 for reservations



3. Presidential Conference Room, Room 207

- Meeting room with a conference table seating for ten (up to 25 for lecture set-up).
- Small Side tables are available
- Contact Helen Collins at 978.542.6438 for reservations



North Campus

4. Main Dining Commons

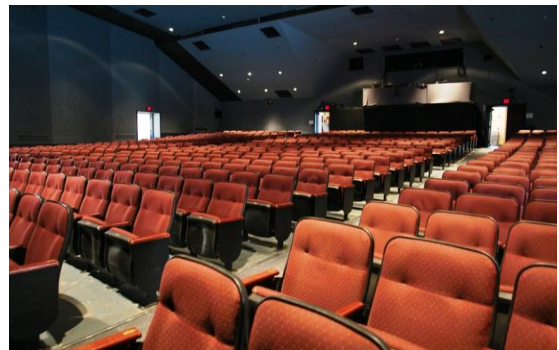
Three levels of dining:

- First floor, primarily used for students on meal plans. Rectangle tables that seat approx. 348 guests
- Second floor, also considered The Food Court, square and round tables that seat approx. 206 guests. Access to chain restaurants as well as on-campus catering. Hardwood floors, modern atrium style design
- Third floor, also considered, Faculty Dining Room. Private college catering served buffet style. Carpeted, with views to the glass enclosed Food Court. Round tables that seat approx. 72 guests
- Flatscreen television monitors on first and second levels.
- All levels of the Main Dining Commons are HP accessible by elevator.



Performing Arts Space, North Campus

5. Mainstage Auditorium



	<i>Mainstage Theatre</i>
<i>Seating Capacity</i>	<i>731</i>
<i>HP Seating</i>	<i>8 standard house seats w/flip up arm</i>
	<i>3-4 wheelchairs in center aisle</i>
<i>Restrooms</i>	<i>Lower level beneath lobby</i>

<i>HP Restrooms</i>	<i>Upper level Admin Building via tunnel elevator</i>
<i>Parking</i>	<i>Faculty Lot and Peabody Lot</i>
<i>Stage Size</i>	<i>42' x 36'</i>
<i>Proscenium Opening</i>	<i>33'-5" x 16'-10 15/16"</i>
<i>Lighting Console</i>	<i>ETC Ion</i>
<i>Dimming Capacity</i>	<i>374 ETC Sensor Dimmers</i>
<i>Other Lighting Info</i>	<i>Basic general area lighting available</i>
	<i>Specific lighting by request</i>
<i>Sound Console</i>	<i>Yamaha 02R96</i>
<i>Other Sound Info</i>	<i>Equipment available upon request:</i>
	<i>-3 wireless handheld microphones</i>
	<i>-Clear-Com intercom system</i>
<i>Dressing Rooms</i>	<i>2, contain bathrooms but no showers</i>
<i>Other Info</i>	<i>No food or beverages in either space (Lobby of Mainstage OK)</i>
	<i>LED Marquee usage available via Stu Grieve</i>

6. Callan Studio Theater/Black Box



	Callan Studio
Seating Capacity	90
HP Seating	Removable section can accommodate up to 5 wheelchairs
Restrooms	In tunnel near carpenter shop
HP Restrooms	Upper level Admin Building via tunnel elevator
Parking	Faculty Lot and Peabody Lot
Stage Size	21'-10" x 17' (typical playing space)
	Can go up to 21'-10" x 31' (will limit sightlines)
Proscenium Opening	N/A
Lighting Console	ETC Express 250

Dimming Capacity	192 ETC Sensor Dimmers
Other Lighting Info	Basic general area lighting available
	Specific lighting by request
Sound Console	Mackie 1402-VLZ
Other Sound Info	Equipment available upon request:
	-Clear-Com intercom system
	-Microphones not typically needed in this space
Dressing Rooms	2, separated by dressing mirror wall + green room

Central Campus

7. Conference room 131

- Comfortable seating for 12 guests
- Conference call telephone capability
- WIFI
- Easily adaptable/accessible for installation of necessary IT/Media
- Close proximity to campus café/catering
- men's ladies/facilities nearby
- HP Accessible first floor
- Visitor parking available



8. Conference room 225

- Comfortable seating for 12 guests (with six additional executive chairs for overflow)
- Conference call telephone capability
- WIFI
- Flatscreen television/monitor for presentations.
- Easily adaptable/accessible for installation of necessary IT/Media
- Close proximity to campus café/catering
- men's ladies/facilities nearby
- HP Accessible via elevator to second floor
- Visitor Parking available



9. Recital Hall

- Hall seats 164 guests with 5 HP designated seats
- There is no standing room capability per order of the fire department
- Recital Hall contains a high-quality, built-in sound system that is adequate for vocal and instrument amplification
- Hall was designed as a music performance space only, there is no technology
- It is optimally tuned to accentuate small chamber groups, choral concerts, and other musical performances
- There is a public address system for vocals
- The Hall has rapidly become a cultural destination for the North Shore of Boston, but our primary focus remains a teaching space used for instruction and ensemble rehearsal in support of the academic mission of the Music Department
- Beyond flat rental fees, costs may be incurred by the client for the rental of additional equipment
- Recital seats are comfortably padded



10. Central Campus Café

- Seating for approx. 144 guests
- HP accessible first floor
- Catering and Cafeteria services available
- Vending available
- Set with square 30 inch tables with 4 chairs around
- Comfortable couches/benches surround the perimeter
- Television monitors
- WIFI
- Close to rentable conference rooms/smart classrooms for break-out sessions
- Close walking distance to Central Campus residence halls
- Space is wired for easy media/IT installation

South Campus

11. South Campus Cafeteria

- Seating for approx. 132 guests
- HP accessible first floor
- Catering and Cafeteria services available
- Vending available



- Set with rectangular tables and chairs (can be moved for open space rental)
- Television monitors
- Close to conference rooms/classrooms for break-out sessions