Hugh Roy and Lillie Cullen Building (Hereafter referred to as the Cullen Building) Facility Usage Policy Date Effective: August 1, 2015

Facility Overview: Cullen Building is an administrative and academic building housing the University President's office, Dean of the Faculty's Office, Institutional Research Office, Business Office, Schrum Alumni Center and University Relations. The third floor has classrooms, meeting rooms, seminar rooms, conference rooms and a learning commons (lounge).

Scheduling Contact: Departmental conference rooms are scheduled by the individual offices.

Regular hours for the Offices of Fiscal Affairs, Business Office, Human Resources, Provost, University Relations, and Schrum Alumni Center are Monday - Friday 8:00 a.m. – 5:00 p.m.

See General Facilities Use Policy for regulations applicable to ALL University facilities.

Specific Regulations for Use of the Cullen Building

- 1. The consumption, possession, or distribution of alcoholic beverages is only permitted in the building with written permission from the Vice President of University Relations.
- 2. Hallways/exit corridors must remain clear and unobstructed other than permanent furniture.

Exceptions to this policy must be approved by Vice President of University Relations.