Looking for a place to meet on campus? Start here.

New website provides ‘one-stop-shopping’ for booking campus venues

Also inside...

listings for meeting spaces on and off campus
Coming together to meet needs of campus event planners

Katy Ricchiuto onCampus

At one of the largest campuses in the United States, one might expect a new Ohio State community member to be overwhelmed by the vast amount of buildings sprawling across the university. But even veteran OSU faculty and staff may have experienced the hurdles of planning a meeting or event in one of the campus' numerous facilities.

“When you look at OSU as a campus 10 years ago versus today, in the last 10 years we've built a lot of incredible facilities alongside the many structures that have been around for a long time,” said Xen Riggs, associate vice president of Student Life. Riggs, along with Stefanie Patsiavos, director of sales at the Blackwell Inn; Jennifer Russell, manager of conference services for the Alumni Association; and Ann Daugherty, director of sales and marketing at the Fawcett Event Center, are part of a consortium dedicated to changing the way event planning happens at Ohio State.

Until very recently, someone planning an event on campus often had to call each individual facility, which could obviously become tedious and time-consuming. “So one of the first things we did as a consortium was to put together a website,” said Riggs. That website, planevents.osu.edu, provides a central source of information on the diverse campus meeting centers, from the Fawcett Center, to the Blackwell and Longaberger Alumni House, as well as smaller venues and meeting areas such as RPAC.

“There is a page for each of our spaces to give a snapshot of what we have to offer at each facility,” said Patsiavos. The individual pages also offer contact persons, capacities of the facility, amenities, types of events offered and photos. “And then we've also added a 'request for proposal' for those interested in getting information for their event from anywhere on campus.”

So if you're planning on having a wedding at OSU, you can simply fill out the request form and any matching venue will respond to your proposal. “It's kind of like a one-stop shopping option,” said Riggs. The website also is useful for coordinating the numerous academic meetings continually taking place around OSU, one of the nation's top public universities and research campuses.

“People at the university, particularly in academics, host a lot of large conferences,” said Daugherty. “So it really helps people like that, when they are responsible for a large group, and when their name's going to be out there. Our job becomes making sure those people all are aware of it, are introduced to it and have an opportunity to use it and see how easily it can work for them.”

Planevents.osu.edu will become especially useful to academic event planners as Ohio State transitions to semesters in 2012. With a smaller pool of classrooms to hold meetings in, planners can turn to the consortium and its website to provide available facility information.

“The better prepared we can be of how we're going to change and make adjustments based on what the customers want,” said Riggs. “And that's what we're here for. Our sole purpose is to communicate, collaborate and help make the meeting experience on campus better across the board.”

— Xen Riggs, associate vice president of Student Life
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June 2, 2011

onCampus
Conferences and Workshops Guide

Campus-area meeting spaces

Note: This is not a complete list. Only those who submitted information were included.

AAAS Community Extension Center
905 Mt. Vernon Ave.
Contact: Carla Wilks, Senior Outreach Program Coordinator
267-3922 or wllks.1@osu.edu

The Department of African American and African Studies Community Extension Center has a multipurpose room that can be divided to accommodate two meeting spaces for approximately 10-12 people. The space can accommodate about 70 with tables, 80-100 seated theater style or slightly more people standing or mingling. The center also has a computer classroom as well as a kicthenette with sinks, a microwave and refrigerator. Available weekdays, evenings and Saturdays. In some cases, a fee may be assessed.

Barricade Club
25 W. 18th Ave.
Contact: Laynie Fulks
292-9120, laynie@ohio-statefacultyclub.com ohio-statefacultyclub.com/Barricade

Located at the South Campus Gateway, the Barricade Club overlooks busy High Street. The facility has high tech-presentation technology and is available for corporate, departmental and social receptions and gatherings of up to 110 guests.

The Blackwell
250 Tuttle Park Place
Contact: Stefanie Patitacics
247-4598 or blackwell@fawcettcenter.com
fawcettcenter.com

The Blackwell and Millie Executive Conference Center, Ohio State’s only on-campus hotel and conference center, features the finest in guest service and comfort along with state-of-the-art technology and resources. Serving the hotel and conference needs of the university as well as corporate groups, the Blackwell is sure to meet and exceed your expectations. The facility offers 101 guestrooms, including six conference/hospitality suites, nine executive lofts and one presidential suite, and more than 22,000 square feet of conference and banquet space. Professional meeting planners help to make your event a success. Call the sales department today at 247-4000 for a personal tour.

Campus Event Venue Guide
Contact: Julie Ressler
688-3975 or ressler.3@osu.edu
planevents.osu.edu

Discover unique and flexible venues at the Ohio State University by visiting planevents.osu.edu. Ohio State’s convenient locations and diverse offerings make it the ideal place for your next meeting, conference, banquet, wedding or social event. Let our facilities help create successful events that will inspire and energize your attendees. We have venues on campus to serve the needs of any size gathering. From a trade show, convention with overnight rooms, conference or corporate retreat to an outdoor wedding or an intimate private event. And to make planning the perfect event even easier, our professional event planners are dedicated to helping you every step of the way, or take advantage of Conference Services, located right on campus.

Chadwick Arboretum & Learning Gardens
159 Haven Hall
Contact: Mary Moloney
688-3479

A non-lecture meeting room is available for 30 people. The meeting space is attractive because it’s located just outside the door from the extensively landscaped Learning Gardens — a colorful haven on campus. Another feature of the site is the adjacent Parker Food Science Building.

Drake Performance and Event Center
1949 Cannon Drive
Contact: Ann Daugherty
292-8679
DrakeSales@osu.edu

Beautiful river view, convenient location near Ohio Stadium, value and affordability make the Drake Performance and Event Center perfect for your meeting, banquet or pre-game tailgating. Facilities include the 600-seat Thayer Theatre and 275-seat black box Roy Bowen Theatre, a spacious mezzanine lobby area for up to 300 guests and two glass-enclosed conference rooms. In addition, the River Den seats 100 and is available on home football Saturdays for tailgate events. Outdoor areas also are available and include two patios and spacious lawn areas. Audio-visual, wedding catering and catering services are available.

Extension – South Central Region Office
707 E. Wolf Run Road
Caldwell, Ohio 43724
Contact: Lee Ann Johnson
(740) 752-2081 or phnixon.2@osu.edu
southeast.osu.edu

When seeking a location away from Columbus, visit the OSU Extension, South Central Region Office located in Noah County (a two-hour commute from campus). The surrounding area of Ohio State outreach location is perfect for a retreat, in-service, computer training or workshop. A fiber computer link is available (with additional laptops if needed), interactive television also is available for linking to other sites throughout the state, and the main meeting room can accommodate up to 75 people. Ample free parking is available. Room rates and lists of caterers are available upon request.

Faculty Club
87 S. Uni Drive
Contact: Laynie Fulks
laynie@ohio-statefacultyclub.com ohio-statefacultyclub.com

For many years the Faculty Club has provided more than just a place to dine. The club’s long tradition of hospitality and campus location make it ideal for holding receptions for visiting scholars, departmental gatherings, alumni events and wedding receptions. Reservations are taken on a priority schedule basis and rooms may be reserved for either academic or private affairs. Rooms are available for as few as 12 people and as many as 300. Call the catering manager for room rental fees. Membership or member sponsorship is requested but not required. From menu planning to arranging the flowers, the club’s staff will look after every detail, leaving hosts free to enjoy the company of their guests.

Fawcett Event Center
2400 Olentangy River Road
Contact: Ann Daugherty
292-9033 or drakessales@osu.edu
fawcettcenter.com

The Fawcett Event Center has a tradition of exceptional, personalized service at the edge of campus. Now with a new look and an aesthetics-themed decor, the center offers a boardroom for eight up to an auditorium for 500 and more than 30,000 square feet of meeting and banquet space all on one floor, including a ballroom that seats 300 people and flexible breakout space. The Coach’s Club offers breakfast, lunch menu and buffet options and happy hour specials. Complimentary parking is available. The Fawcett Center has its own executive chef and on-site catering staff, professional meeting planners, audio/visual equipment and house technicians. The centerWelcome’s all university entities, corporations, governments and other sites throughout the state.
associations, government and social groups.

Gateway Film Center
1530 N. High St.
Contact: Meghan Vesper
547-2255, mvesper@gatewayfilmcenter.com
Located in the vibrant South Campus Gateway, the Gateway Film Center is an elegant and sophisticated venue for parties, meetings and private screenings. The film-center’s eight auditoriums accommodate groups from 20-400 and feature stadium seating, Dolby Digital surround sound and wall-to-wall screens. And for a truly memorable private screening, a newly renovated VIP theater features imported leather rockers, 4 feet of leg room between seats and a private box. Convenient parking is available in the adjacent South Campus Garage.

Learning Collaboration Studio
408 Science and Engineering Library
175 W. 18th Ave.
Contact: Megan Teger
292-2793 or it@uiuc.edu
The Learning Collaboration Studio is a staffed and centrally located experimental classroom — the perfect place to host group work sessions or short hands-on workshops. This reconfigurable space features wall-to-wall whiteboards and a wide selection of collaboration technologies, including a bank of 30 laptops. Each laptop can be booted into either Windows or Mac and comes installed with current multimedia software. Availability varies each quarter.

Longaberger Alumni House
2001 College Park Road
Contact: Conference Services Department
292-3067 or conferenceservices@ohiostatealumni.org
Longaberger Alumni House can accommodate all of your group’s needs. First-class meeting rooms are available in a variety of floor plans, including banquet, classroom and conference styles. Our spacious meeting rooms feature amenities such as built-in media boards, retractable screens, telephones and executive-style seating. We also offer ancillary services such as LCD projectors, laptops, TV/VCR, wireless internet access, conference phones and more.

Mershon Auditorium
871 W. High St.
Contact: Claudia Bohm
292-4403 or claudia.bohm@wexner.org
wexarts.org
The Mershon Auditorium is a multipurpose auditorium suitable for meetings or symposiums. The main lobby andigue areas are suitable for receptions and dinners. Features include: Permanent seating for 2,477 people, 500 on the main floor and 1,977 in the balcony; wheelchair spaces for 30 people and their companions on the main floor; an orchestra pit that accommodates 160 folding chairs; and conference, meeting and dinner setup for up to 300 people. The venue is supported by the Wexner Center’s professional event services and technical services staff, who can assist with audio/visual, multimedia, sound and lighting needs as well as planning events.

Office of Continuing Ed. Noncredit Programs
Mount Hall
Contact: Kendra Némiga
292-8570 or kendra.nemiga@osu.edu
The Office of Continuing Education offers a variety of meeting rooms accommodating up to 36 people. Rooms are equipped with whiteboards and projectors. Our newly renovated computer lab contains two instructor stations and is complete with 80 stations that also can be segmented into two smaller rooms with 10 stations. For rental and/or reservation information, call 292-8860 or visit ced.osu.edu.

Ohio Farm Bureau 4-H Center
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2201 Fred Taylor Drive
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In Ohio State Mansfield’s administration building, Red Hill, there is a central hall (150 seats) that can be used for gatherings. The chemistry lecture hall in Bryndle Hall has 70 seats and the Founders Auditorium in Ovalwood Hall seats about 343. Also available are two smaller conference rooms: Red Hill conference room, which holds 35, and Ovalwood, which holds 20.

Outdoor Adventure Center
Department of Recreational Sports
855 Woody Hayes Drive
Contact: Andrea Hall
292-6481 or hall.794@osu.edu
resorts.osu.edu/spaces-reservations/outdoor-adventure-center

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Wexner Center Café, Film/Video Theater and Performance Space
131 N. High St.
Contact: Claudia Bonham, Rental Facility Manager
292-4043 or claudia.bonham@osu.edu

The café is suitable for receptions for 50-200 people or dinner events for 100 people. Contact the Rental Facility Manager or check the website for a list of available venues.

The Film/Video Theater is suitable for meetings and symposia with one-day registration (if drink permitted in the theater). There is permanent seating for 269 guests, and wheelchair-accessible spaces are available. Projection equipment is available for video, film, slides and digital media, including 16/35mm film, 35mm slides, playback film, 16mm videocassette, Beta cam, Digi-beta, DVD and Power-Point. The venue is supported by the Wexner Center’s professional technical services staff, who can assist with audio/visual, multimedia, sound and lighting needs.

The Performance Space is suitable for meetings; breakfast, lunch or dinner events; and receptions. It is a flexible and unusual space with a balcony and main floor. Breakfast, lunch and dinner setups are possible for up to 200 people. The venue is supported by the Wexner Center’s professional event staff, who can assist with audio/visual, multimedia, sound and lighting needs as well as planning events.

WOSU Public Media – WOSU(COSI)
333 W. Broad St.
Contact: Cheryl Keys Pettis
292-9678 or pettis.5@osu.edu

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