

Facility Request Contacts

Academic Services

Phone: (813) 257-3147 | Fax: (813) 258-7361

Andrea Calow – (813) 257-3083; acalow@ut.edu

Locations:

- Plant Hall Conference Room 237

Reservations:

- Ad Astra requests preferred; E-Mail requests are also permitted.

Athletics

Phone: (813) 257-3100 | Fax: (813) 253-6288 | Email: athletics@ut.edu

Jerome Fulton – (813) 257-3482; jfulton@ut.edu

Locations:

- Bob Martinez Athletic Center
- Pepin Rood Stadium
- Naimoli Family Athletic & Intramural Complex
- Baseball Field
- Softball Field
- Soccer Field
- Tennis Complex
- Track

Reservations:

- Ad Astra requests preferred; E-Mail requests are also permitted.

Larry Marfise – (813) 257-3307; lmarfise@ut.edu

Location:

- Sword & Shield Room

Reservations:

- Ad Astra requests preferred; E-Mail requests are also permitted

Campus Recreation

Phone: (813) 258-7435 | Fax: (813) 258-7315 | Email: recreation@ut.edu

Chris Gottlick – (813) 257-3232; cgottlick@ut.edu

Joshua Pullens – (813) 257-3318; jpullens@ut.edu

Locations:

- Cass Gymnasium (Cass Building 100)
- Riseman Basketball Courts
- Riseman Beach Volleyball Courts
- Riseman Exercise & Fitness Space

Reservations:

- Ad Astra requests preferred; E-Mail requests are also permitted.

Parker Sheppard – (813) 257-3845; psheppard@ut.edu

Location:

- Benson Alex Riseman Aquatic Center

Reservations:

- Submit event request via Qualtrics Survey: [Riseman Aquatic Center | Reservation Request Form](#)
- E-Mail requests are also permitted.

Career Services

Phone: (813) 253-6236 | Fax: (813) 258-7271 | Email: careerservices@ut.edu

Ainsley Harrison – (813) 258-7357; aharrison@ut.edu

Becky Nero-Wall – (813) 253-6218; bnerowall@ut.edu

Location:

- Southard Family Building – Multipurpose Room 145

Reservations:

- Email event request to Ainsley Harrison & Becky Nero-Wall, fill out the reservation qualifier and review SFB 145 Policies & Guidelines

College of Business

Phone: (813) 253-6211 | Fax: (813) 258-7389

Diana Davila – (813) 257-3704; ddavila@ut.edu

Dominique Walker – (813) 257-3782; dwalker@ut.edu

Locations:

- John H. Sykes College of Business
 - Information Theater – JS 134
 - Conference Room – JS 148
 - Binnicker Board Room – JS 150

Reservations:

- E-Mail requests preferred.

Development & University Relations

Phone: (813) 253-6220 | Fax: (813) 258-7798 | Email: development@ut.edu

Ileana Wilburg – (813) 257-3585; iwilburg@ut.edu

Location:

- Southard Family Building – Conference Room 201

Reservations:

- Ad Astra requests preferred; E-Mail requests are also permitted

Dining Services

Phone: (813) 257-3088 | Email: dining@ut.edu

Sharon Lerum – (813) 258-7257; sharon.lerum@sodexo.com

Locations:

- Ultimate Dining
- Panache
- Rathskeller

- Spartan Club

Reservations:

- Event requests must be made in collaboration with Event Services via E-Mail.

Event Services

Phone: (813) 253-6238 | Fax: (813) 258-7291 | Email: eventservices@ut.edu

Matthew Wynn – (813) 257-5237; mwynn@ut.edu

Emily Vigdorth – (813) 257-5235; evigdorth@ut.edu

Christian Nixon – (813) 257-5236; cnixon@ut.edu

Locations:

- Agliano Park
- Delo Park
- Jenkins Health and Technology
 - Jenkins Skyview Room
- John Sykes College of Business
 - John Sykes Front Lawn
 - Frederick H. Spaulding Drive
- Plant Hall
 - PH Music Room
 - PH Grand Salon
 - PH Fletcher Lounge
 - PH East Veranda
 - PH West Veranda
 - PH Lobby
 - Plant Park
 - Styx of Fire
- Sykes Center for Faith and Values
 - Sykes Chapel Main Hall
 - Sykes Chapel Patio
 - Meeting Room 107
 - Traditional Meditation Room
 - Contemporary Meditation Room
- Vaughn Center
 - VC Conference Rooms
 - VC 217
 - VC 219

- VC 221
 - VC 9th Floor
 - VC Crescent Club
 - VC Trustee's Boardroom
 - VC President's Conference Room
 - Vaughn Courtyard
 - Vaughn Lobby
 - Reeves Theater
 - Spartan Club Upstairs
- Residential Halls
 - Austin Oak Room
 - Brevard Community Room
 - Jenkins Large Community Room
 - Jenkins Small Community Room
 - Straz Community Room
 - McKay Volleyball Court
 - Smiley Courtyard
- Campus Tabling
 - Plant Hall Lobby
 - Vaughn Center Courtyard
 - Vaughn Center Lobby
 - John Sykes Front Lawn

Reservations:

- Faculty/Staff – E-Mail request to EventServices@ut.edu for event space availability.
 - Vaughn Center 9th Floor and Jenkins Skyview Room require additional approval from the President's Office.
- Students/RSOs – Submit event request via Involve UT platform.
 - Vaughn Center 9th Floor requires additional approval from the President's Office.

Ferman Center for the Arts

Phone: (813) 257-6100 | Email: cal@ut.edu

Troy Cusson – (813) 257-3143; tcusson@ut.edu

Locations:

- Ferman Center for the Arts
 - Charlene A. Gordon Theatre
 - Charlene & Mardy Gordon Performance Gallery
 - Saunders Foundation Art Gallery
 - Ferman Center Student Study Gallery

- Black Box Theatre

Reservations:

- Submit event request via Qualtrics Survey: [Ferman Center for the Arts | Event Request Form](#)
- E-Mail requests are also permitted.

Human Resources

Phone: (813) 253-6237 | Fax: (813) 258-7455 | Email: humanres@ut.edu

Sheila Davis – (813) 257-3613; sheiladavis@ut.edu

Location:

- Southard Family Building – Conference Room 281

Reservations:

- E-Mail requests preferred.

Information Technology

Phone: (813) 253-6293 | Fax: (813) 253-6286 | Email: helpdesk@ut.edu

Dai Holmes – (813) 257-4041; dholmes@ut.edu

Location:

- Advanced Digital Literacy Center

Reservations:

- E-Mail requests preferred.

Library

Phone: (813) 253-6231 | Fax: (813) 258-7426 | Email: library@ut.edu

Megan Nowell – (813) 257-3054; mnowell@ut.edu

Locations:

- Library Room AV1 and AV2

Reservations:

- E-Mail requests preferred.

Lowth Entrepreneurship Center

Phone: (813) 257-3702 | Email: ecenter@ut.edu

Monica Smith – (813) 257-3732; mdsmith@ut.edu

Branden Weber – (813) 257-3700; bweber@ut.edu

Location:

- Maureen A. Daly Innovation & Collaboration Building – 8th Floor
 - Executive Seminar Room
 - Pitch Room
 - Video Conference Room
 - Board Room
 - Collaboration Kitchen
 - Contemplation Loft
 - Outdoor Terrace

Reservations:

- E-Mail requests preferred.

Registrar's Office

Phone: (813) 258-7290 | Fax: (813) 258-7238 | Email: registrar@ut.edu

Gabriella Jennings – (813) 257-3974; gjennings@ut.edu

Kim Parrado – (813) 257-3595; kparrado@ut.edu

Locations:

- All classrooms located in the following areas:
 - Bailey Art Studio
 - Cass Building
 - Cass Communication Building
 - Health Sciences and Human Performance
 - Daly Innovation and Collaboration Building
 - Jaeb Computer Center
 - Jenkins Health and Technology Building

- John H. Sykes College of Business
- Kennedy Boulevard Building
- MacKechnie Building
- Plant Hall
- Plant Hall Science Wing
- Shoomaker Building
- Southard Family Building

Reservations:

- Ad Astra requests preferred; E-Mail requests also permitted.

Scarfone/Hartley Gallery

Phone: (813) 253-6217 | Email: calgalleries@ut.edu

Jocelyn Boigenzahn – (813) 253-6217; jboigenzahn@ut.edu

Locations:

- Scarfone/Hartley Gallery
- R.K. Bailey Arts Studios

Reservations:

- E-Mail requests to the Gallery Director, jboigenzahn@ut.edu, and complete the Google Form: [Scarfone/Hartley Gallery | Event Booking Form](#)

Speech, Theatre, and Dance

Phone: (813) 253-6212 | Fax: (813) 258-7241

Alex Amyot – (813) 257-3804; aamyot@ut.edu

Location:

- Falk Theatre

Reservations:

- E-Mail requests preferred.