TO: All Students
FROM: Mr. Tom Gregg
SUBJECT: HAL Room Renumbering
DATE: August 8, 2006

In response to comments from campus newcomers regarding the difficulty to locate rooms in HAL, a new, more user friendly, room numbering scheme will be implemented this fall in the Hall of Arts and Letters. Input from Dr. Ketler and others has resulted in a numbering scheme where room numbers increase moving from south (fire lane side) to north (PLC parking lot side) in the building. Odd numbered rooms are on one side of the building and even numbered rooms are on the other. Office suites have one number designation for the entire suite. Individual offices have a letter designation added to the suite number so that offices are numbered 100A, 100B, 100C and so on.

The cut-over date for the room and office numbers is August 21. Department and building directories will be revised later in the semester and will include more flexibility for future department and organization changes. The following link to the Registrar’s web site will allow you to access a room number conversion chart: http://www2.gcc.edu/registrar/. Floor plans showing both the old and revised room numbers will also be posted on this site in the near future.

cc: Dr. Richard Jewell
    Dr. William Anderson
    Dr. Jean-Noel Thompson
    Mr. Scott Gordon
    Ms. Patty Priester
    Dr. John Inman