







## CONFERENCE SERVICES

State-of-the-art facilities and unmatched customer service make LCC's Conference Services your best choice when planning your event. Our certified event planner guides you through your experience with assistance from set-up to catering. Convenient locations, tasteful décor and outstanding customer service are among the benefits of choosing LCC Conference Services.

- + CONFERENCES
- + BUSINESS BANQUETS
- + TRAINING SESSIONS
- + LECTURES
- + SYMPOSIUMS
- + BOARD MEETINGS

### » Event Request

To submit a proposal and reserve space for your event, contact our event planner at **517-483-1521** or email **LCC-Events@lcc.edu**.

You may also submit your proposal online at **[lcc.edu/eventsatlcc](http://lcc.edu/eventsatlcc)**.



# SERVICES

## MEETING PLANNING SERVICES

Our event planner assists in the coordination of your event's AV services, facilities tasks and catering. Contact our experts to begin your planning, submit your proposal, and discuss our locations and spaces.

- Pre- and post-event communications packages
- Directional and functional signage printing & set-up
- Customized event plans by a certified meeting planner

## TECHNOLOGY

LCC is dedicated to innovation and technology. Our audio visual team offers cutting edge technology and lighting to accent our state-of-the-art facilities and make your vision a reality.

### Downtown Campus

*Brand-new state of the art AV equipment*

- Large LED video walls
- Built-in Video projector
- Wireless microphones
- Custom lighting system
- Conference tables with built-in power
- Free Wifi

### West Campus

*Leading edge AV equipment*

- Built-in video projectors
- Built-in Projection screens
- Wireless microphones
- Free Wifi



# DINING

## CUSTOM CATERING AND SET-UP

Our onsite catering offers a variety of meals, hors d'oeuvres and beverages to please all palates and preferences. Tastefully presented and efficiently staffed, catering and décor planning is simple with LCC Conference Services.

- **Continental Breakfast**

*Fresh-baked muffins, bagels and spreads with chilled juices*

- **Fresh Lunch Platters**

*Customized for make-your-own mid-day meal breaks*

- **Gourmet Buffet**

*Treat your guests to a Mexican fiesta, pasta-bilities or custom menu*

- **Energizing Breaks**

*Salads, beverages, energizing and fresh snacks to rev-up your meeting*

- **Coursed Meals**

- **Vegetarian, vegan, gluten-free and allergy conscious meal options**



## DOWNTOWN CAMPUS

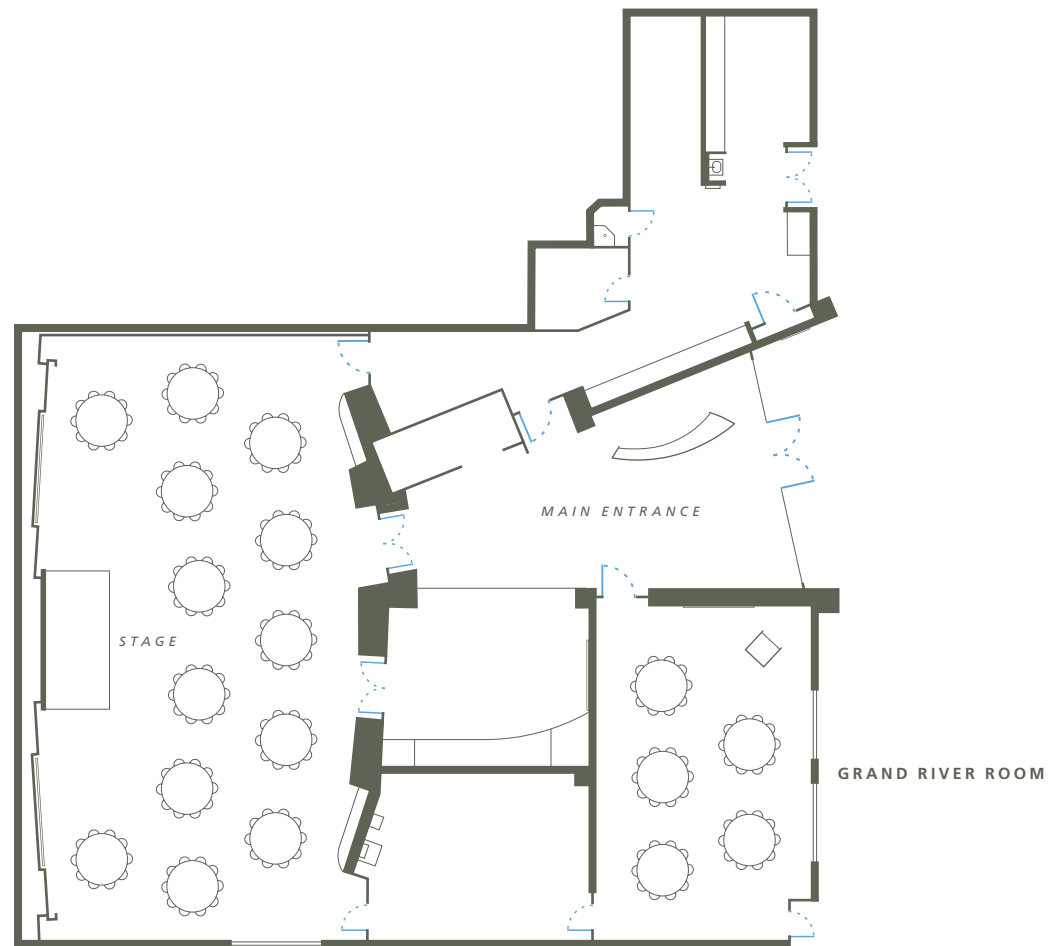
Just north of the Capitol Building, the 32-acre Downtown Campus is home to more than 500 public art displays, a beautiful Japanese garden, historic landmarks and more than 1.1 million square feet of modern buildings.

### + CONFERENCE CENTERS LOCATIONS

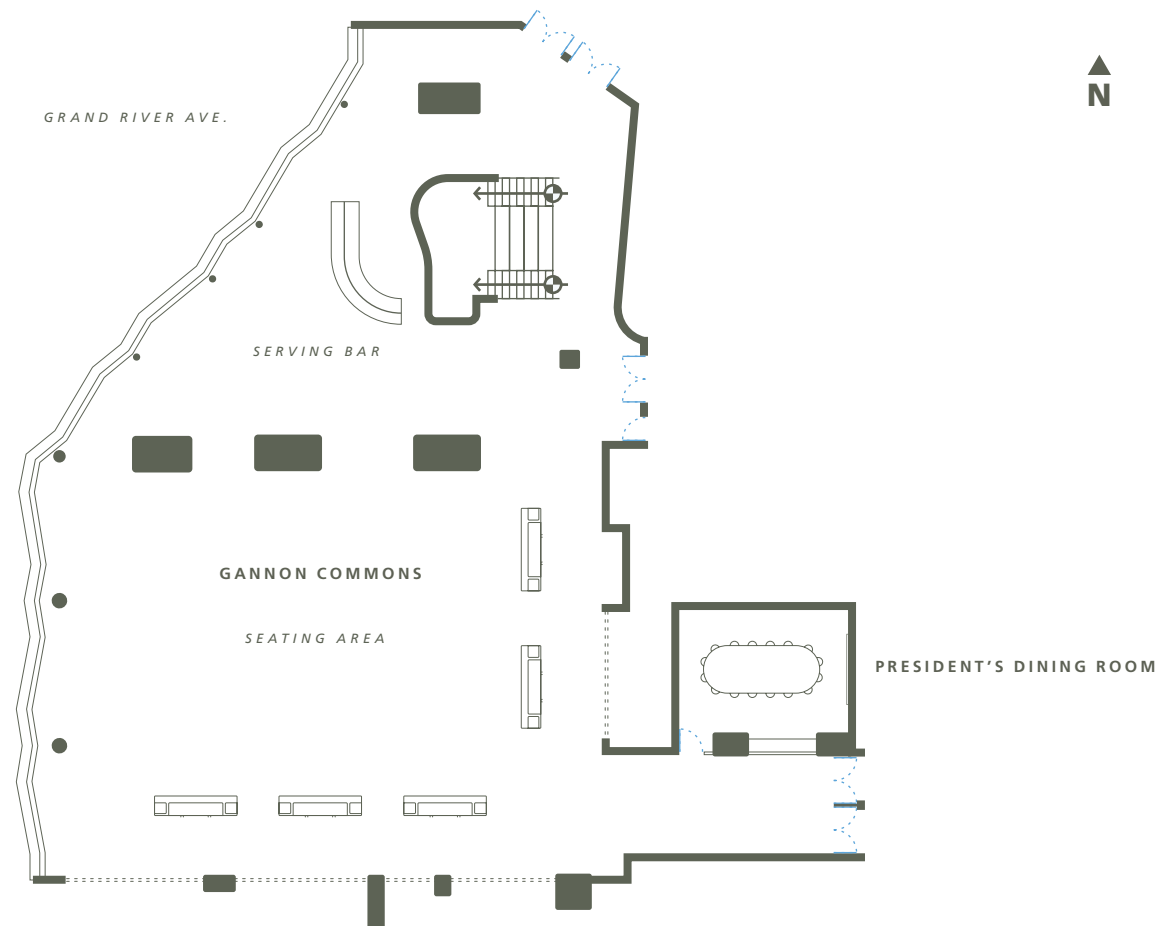
- GANNON BUILDING
- DART AUDITORIUM
- ARTS & SCIENCE BUILDING

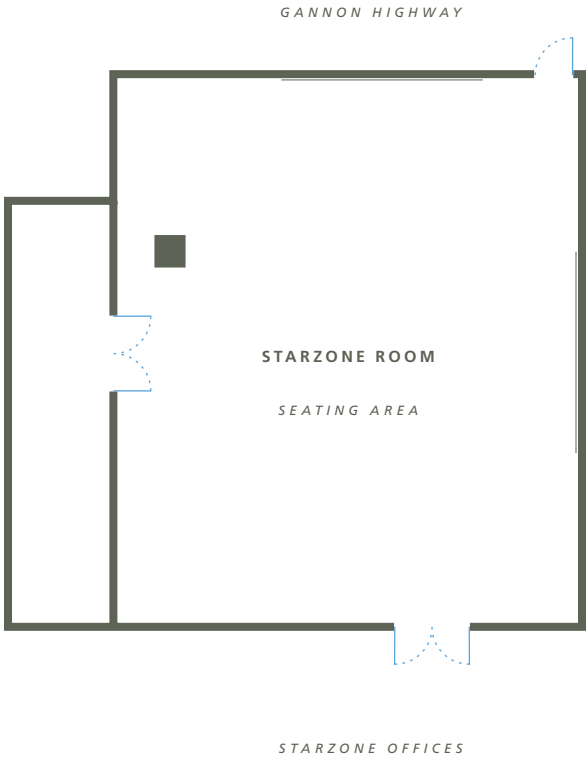


MICHIGAN ROOM



GRAND RIVER AVE.



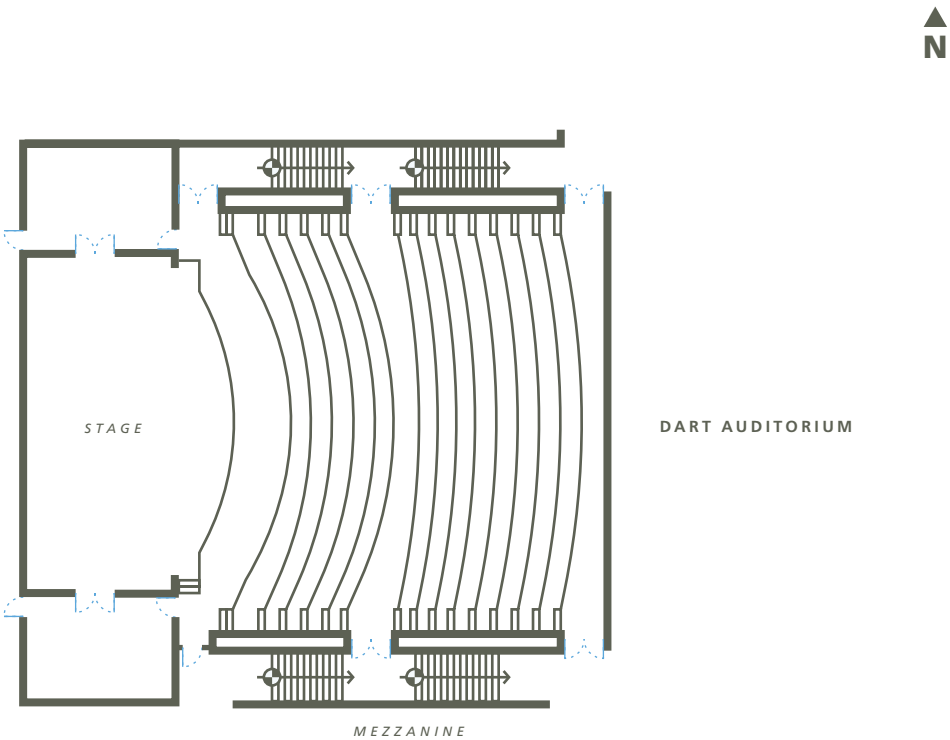


GANNON BUILDING

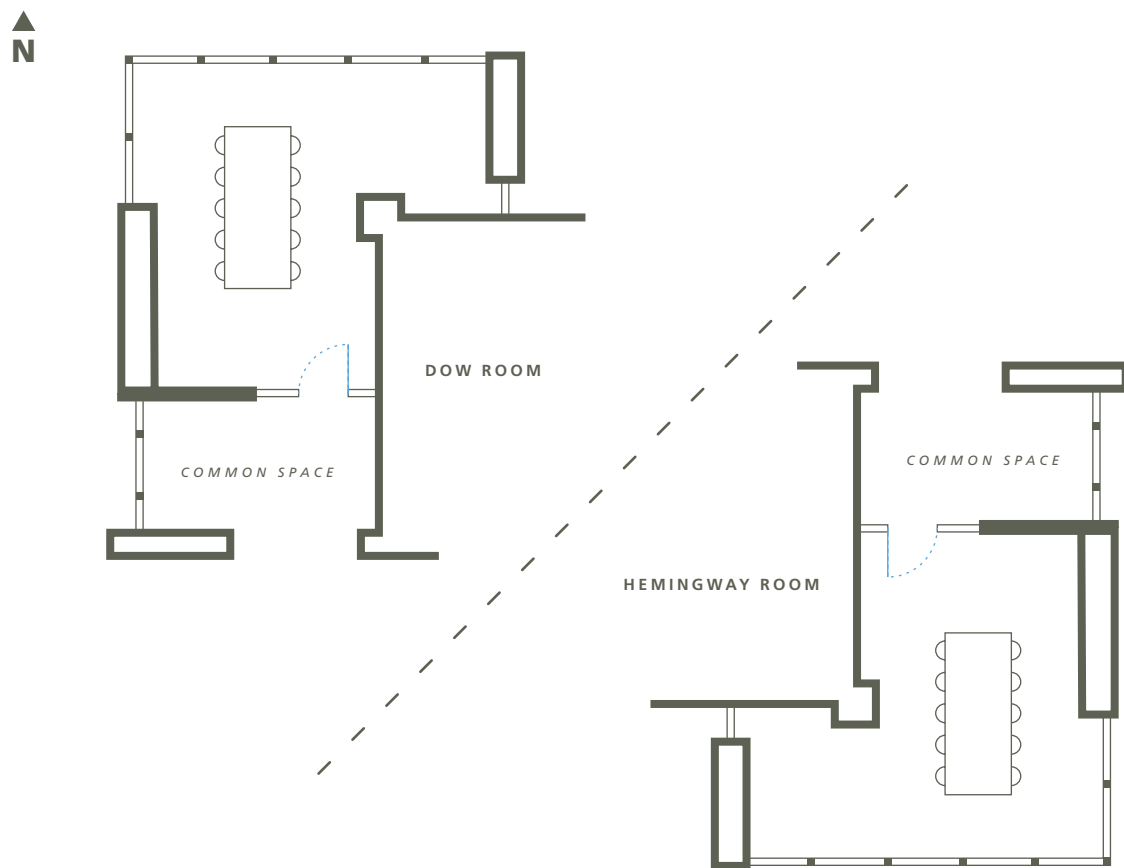
NAME	DESCRIPTION	CAPACITY	SQ FT
Michigan Room	Conference Room	160	2,673
Grand River Room	Conference Room	60	990
Gannon Commons	Café	260	9,238
President's Dining Room	Boardroom	16	459
StarZone Room	Conference Room	60	1,632

DART AUDITORIUM

NAME	DESCRIPTION	CAPACITY	SQ FT
Dart Auditorium	Auditorium	480	4,328







## ARTS AND SCIENCES BUILDING

NAME	DESCRIPTION	CAPACITY	SQ FT
Dow Room	Boardroom	10	420
Hemingway Room	Boardroom	10	420

## WEST CAMPUS

Our Westside hub for innovative technology and skilled trades training, situated on 64 acres in Delta Township, hosts world-class facilities for tomorrow's highly-skilled workforce. Within the 290,500+ square feet of floor space, you will find high-tech, functional spaces for a variety of events.

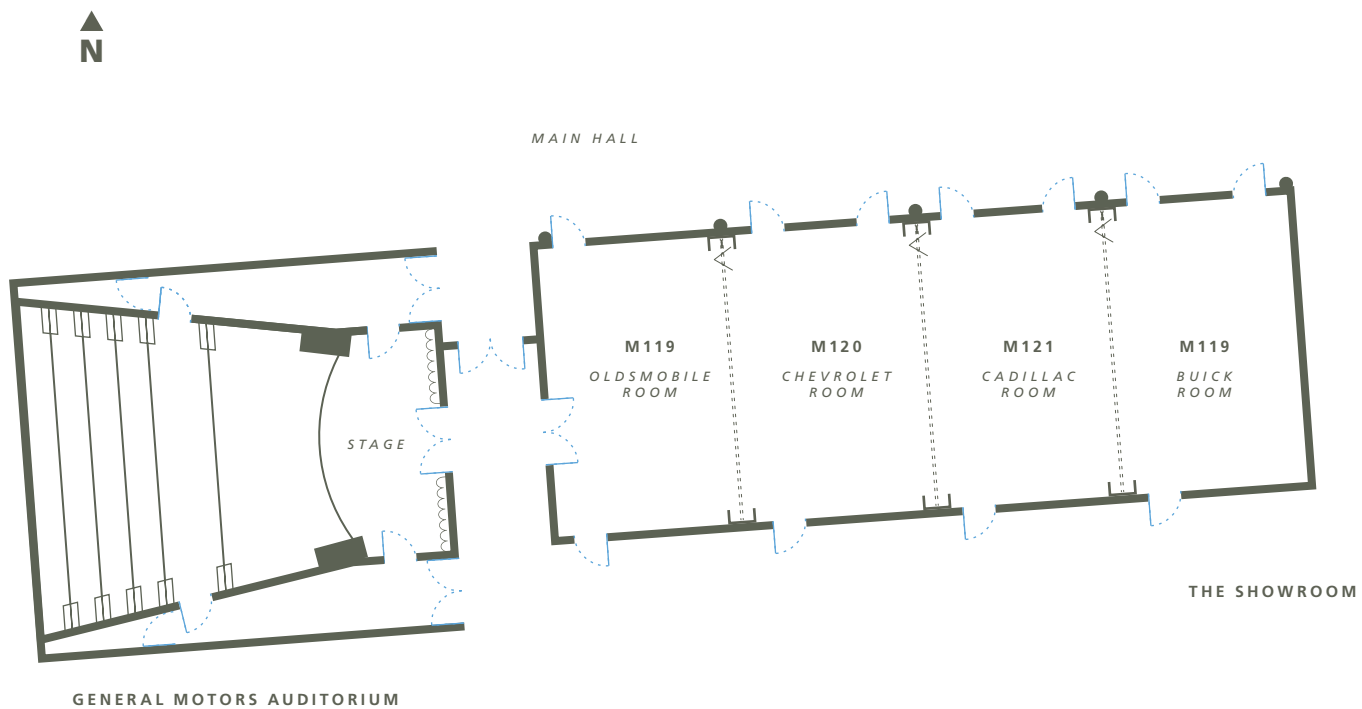
### + CONFERENCE CENTERS LOCATIONS

- GENERAL MOTORS AUDITORIUM
- UPPER CONCOURSE
- OLDSMOBILE ROOM
- CHEVROLET ROOM
- CADILLAC ROOM
- BUICK ROOM



WEST CAMPUS • MAIN HALL



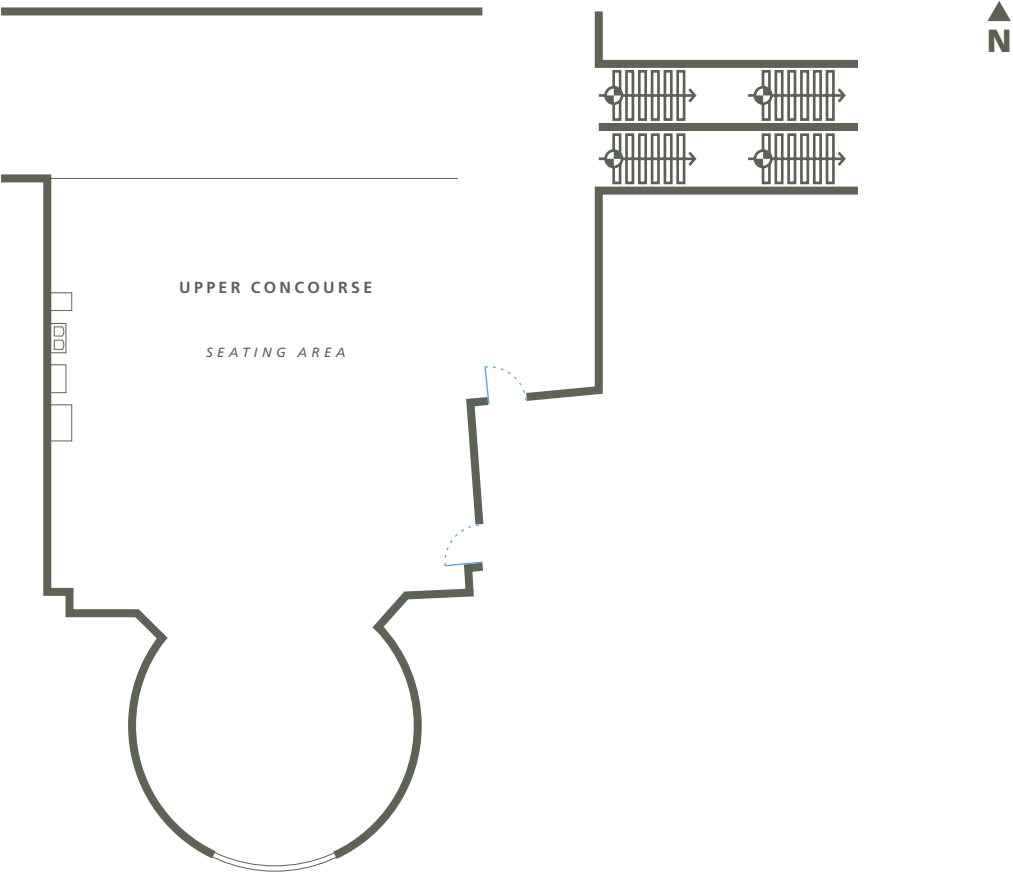


## WEST CAMPUS

NAME	DESCRIPTION	CAPACITY	SQ FT
GM Auditorium	Auditorium	102	1,971
Oldsmobile Room	Conference Room	60	912
Chevrolet Room	Conference Room	60	933
Cadillac Room	Conference Room	60	933
Buick Room	Conference Room	60	912

WEST CAMPUS

NAME	DESCRIPTION	CAPACITY	SQ FT
Upper Concourse	Café	150	3,364







**FOR MORE INFORMATION**

Lansing Community College  
411 N. Grand Avenue  
Lansing, MI 48933

517-483-1521 | [LCC-Events@lcc.edu](mailto:LCC-Events@lcc.edu)  
[lcc.edu/eventsatlcc](http://lcc.edu/eventsatlcc)