



Your Event.  
Your Way.

**Conferences • Meetings • Special Events**

**[mtroyal.ca/mrevents](http://mtroyal.ca/mrevents)**



## Leadership in Energy and Environmental Design

The Roderick Mah Centre for Continuous Learning at Mount Royal University is LEED® Gold certified. It is 43% more energy-efficient than conventional buildings of similar size.

### Green Credentials

The Roderick Mah Centre for Continuous Learning meets:

- The Canadian Federal Government's Commercial Building Incentive Program (CBIP), which requires that a building's energy performance be a minimum of 25% better than an equivalent building designed to meet the Canadian Model National Code for Building.
- The Canadian Green Building Council's Leadership in Energy and Environmental Design (LEED®) Gold standard.

### What is LEED?

The Leadership in Energy and Environmental Design (LEED) Green Building Rating System™ encourages and accelerates global adoption of sustainable green building and development practices through the creation and implementation of universally understood and accepted tools and performance criteria.

LEED is a third-party certification program and an internationally accepted benchmark for the design, construction and operation of high performance green buildings. It provides building owners and operators the tools they need to have an immediate and measurable impact on their buildings' performance.

LEED promotes a whole-building approach to sustainability by recognizing performance in five key areas of human and environmental health:

- sustainable site development
- energy efficiency
- indoor environmental quality
- water efficiency
- materials selection

*(from CaGBC.org)*

# Your Event. Your Way.

Welcome to Mount Royal Events and Conference Services.

When you are looking for a state of the art venue to host your next meeting, conference or event, think of Events and Conference Services at Mount Royal University.

## Location

Conveniently located 10-15 minutes from downtown Calgary, Mount Royal University provides a picturesque and inspiring setting for your business or private function.



## Venue

The Roderick Mah Centre for Continuous Learning, a gold LEED certified building, boasts a flexible 600-person capacity hall, numerous meeting and training rooms, computer labs and a large boardroom. Many of the learning spaces can be customized to meet your specific needs. This state-of-the-art facility is dedicated to meeting the diverse needs of the business community while providing exceptional customer service and event coordination. We also have access to other classroom and meeting spaces on campus.



## Service

Exemplary service is our guiding principle which we demonstrate by providing a positive conference and training experience. We believe that even the smallest details of an event can enhance the experience of those in attendance, making each person's event or conference at Mount Royal University memorable.



# Roderick Mah Centre for Continuous Learning - Event Spaces

The Roderick Mah Centre for Continuous Learning has many flexible spaces that make it an exceptional environment for conferences, meetings and special events. It is designed for a range of activities from small seminars and meetings to collaborative group activities and large functions.

## Ross Glen Hall

Ross Glen Hall, a refined and generously proportioned venue, is located on the main level of the Roderick Mah Centre for Continuous Learning on the east side of Lincoln Park Campus.

The hall can be utilized as one large space or divided into thirds for smaller functions that are suited to a more intimate environment. All sections are fully equipped with SMART cabinet technology, LCD projector and screens, and an elaborate sound system.

Event set-up can be customized for your specific needs. Options include theatre-style seating, classroom set-up (*2 chairs per 5-foot table*) or banquet-style (*6-foot round tables with up to 10 people per table*).

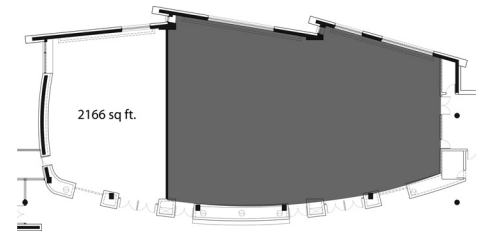
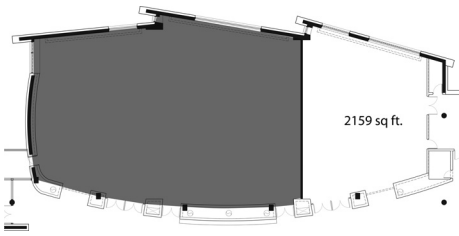
Please note: Maximum capacities are based on set-ups with no stage or dance floor unless otherwise stated.



## Ross Glen Hall

Maximum capacities (*approximate*):  
600 - theatre-style seating, with stage  
400 - round tables of 10 people  
270 - classroom style  
with 2 people per 5-foot table

## Ross Glen Hall Sections\*



### EC 1040

Maximum capacities (approximate):  
 150 - theatre-style seating  
 110 - round tables of 10 people  
 78 - classroom style with  
 2 people per 5-foot table

### EC 1050

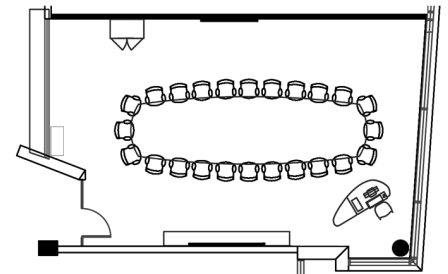
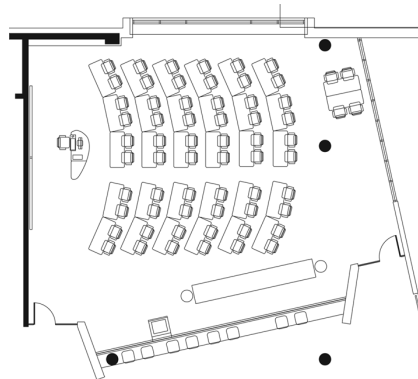
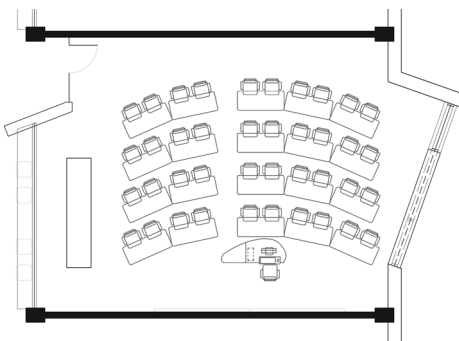
Maximum capacities (approximate):  
 252 - theatre-style seating  
 180 - round tables of 10 people  
 140 - classroom style with  
 2 people per 5-foot table

### EC 1060

Maximum capacities (approximate):  
 150 - theatre-style seating  
 120 - round tables of 10 people  
 86 - classroom style with  
 2 people per 5-foot table

\*Space capacities subject to change upon review of event details and requirements

## Training Rooms and Meeting Spaces



### Standard Training Room(s)

Maximum capacity: 40  
 Room features:  
 SMART technology  
 DVD/CD players  
 LCD projector and screen  
 Copy CAM whiteboards (in select rooms)  
 ELMO overhead projector  
 Teleconferencing\*\*  
 Videoconferencing\*\*

### Xerox Training Room

Maximum capacity: 60  
 Room features:  
 SMART technology  
 DVD/CD players  
 LCD projector and screen  
 Touch screen instructor monitor  
 ELMO overhead projector  
 Teleconferencing\*\*  
 Videoconferencing\*\*

### Boardroom

Maximum capacity: 24  
 Room features:  
 SMART technology  
 DVD/CD players  
 LCD projector and screen  
 ELMO overhead projector  
 Teleconferencing\*\*  
 Videoconferencing\*\*

\*\*Additional rates may apply

# Events and Conference Services - Audiovisual Support

Events and Conference Services provides technical support and equipment to conferences, meetings and events of any size. All event spaces are fully equipped to meet your technical requirements. Our services include the supply and setup of audiovisual equipment required for your event, on-call troubleshooting and dedicated support upon request.

## Ross Glen Hall

Ross Glen Hall houses events for up to 600 guests and boasts five ceiling-mounted LCD projectors with large wall-mounted screens. They can be independently configured and customized through user-friendly touch screen panels, making the management of your presentation seamless.

## Smart Tech Carts: Available in All Event Spaces

Every room is fully equipped with high-performance audio and visual technology, including a desktop computer, LCD projector, DVD/CD and VCR. The Smart Tech cart in each room also includes an ELMO digital visual presenter, ideal for a diverse range of presentation applications. In addition, each cart is ready for any laptop to be plugged in and displayed through the existing ceiling-mounted LCD projector.

## Training Rooms

In addition to the Smart Tech carts, which contain DVD/CD players, VCRs and LCD projectors, select training rooms are outfitted with touch screen computer monitors, providing the presenter a more interactive experience during their presentations by enabling them to write directly on the screen with digital ink. Also installed in several training rooms are state-of-the-art Copy Cams, which allow the capture of presentations displayed on the whiteboard. These images can be saved to disk or designated website or printed in the classroom.

## Boardroom

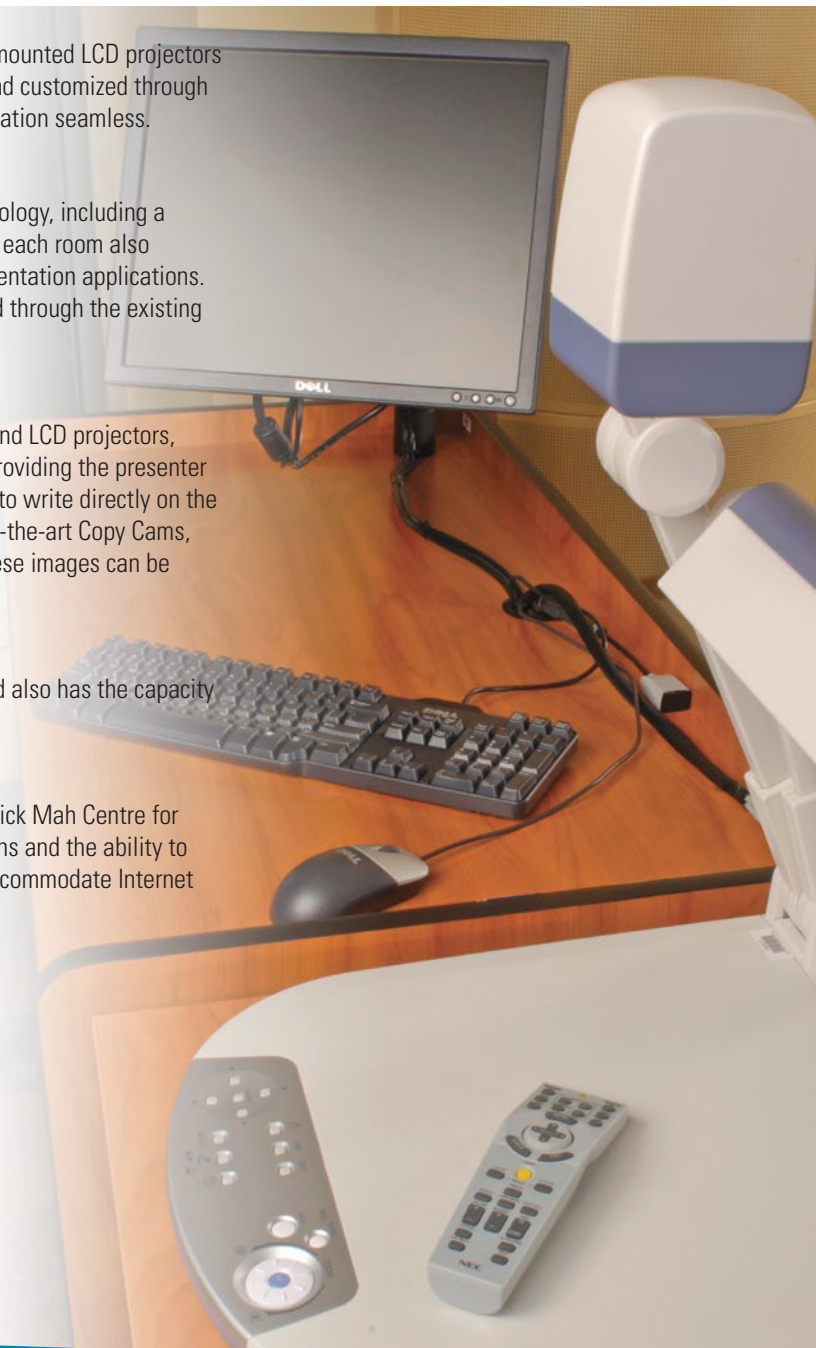
The 24-seat boardroom features all the amenities of the training rooms and also has the capacity for video or teleconferencing with locations worldwide.

## Video Conferencing

This portable video conferencing unit can be used in any room in the Roderick Mah Centre for Continuous Learning. The Polycom unit features dual 42-inch plasma screens and the ability to connect to several high speed networks. This technology can be used to accommodate Internet live-streaming of your event.

## Additional Equipment and Services Available

- portable teleconferencing units
- wired and various types wireless microphones
- podium equipped with a microphone
- audio recordings of events
- electrical connections for laptop use



# Catering

Events and Conference Services is pleased to offer exclusive in-house catering services designed to meet the needs of any size and type of event.

Whether you require a formal plated dinner or coffee service, our Events and Conference Services team will work with you to create a menu specialized to your needs. Customized menus can also be created by our in-house chef for large-scale events. Linen napkins and table cloths can be provided in a variety of colours.

Our special catering menu includes the following options:

- Buffet breakfasts
- Served luncheons and dinners
- Buffet-style luncheons and dinners
- Break packages
- Hot and cold hors d'oeuvres
- Delectable party platters
- Hot and cold refreshments
- À la carte baked goods
- Full bar service and wine menu
- Barbeque luncheons
- Fresh entrée salads
- Interactive food stations





Events and Conference Services



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