

Colket Campus Center Facilities and Amenities:

ATM

A Wachovia Bank Automated Teller Machine (ATM) is located in the foyer. It is accessible 24 hours per day by using NYCE, PLUS, VISA, MAESTRO, CIRRUS, MasterCard, QUEST, and Armed Forces Financial Network cards.

Bookstore

In addition to textbooks, the Roanoke College [Bookstore](#) carries a full-line of insignia clothing and gift items, as well as an extensive line of school supplies. Store Contents: Textbooks, General Books, School Supplies, Snacks & Drinks, Clothing, Gifts, Cards, and Greek items are all sold at the store. Store Services: Cap & Gown Distribution, Check-Cashing, Class Rings, Faxes, Gift Certificates, Graduation Announcements, Special Orders, and Textbook Buybacks are available services at the store.

Box Office

The Colket Center Information Desk serves as the campus box office. Tickets for upcoming campus events, with the exception of Olin Hall shows, may be obtained here. Call 378-5125 for more information.

Cavern

The Cavern, our snack bar located on the lower level of the Colket Center, is operated by RC Dining Services. Students may use the meal plan to obtain lunch or dinner Monday through Friday. Breakfast items are also available. The Cavern converts to a club atmosphere at night where a diverse schedule of activities and events happen. The Cavern plays an integral role in the Friday night program, RC After Dark, providing the food and drink for the event as well as hosting live events. The Cavern is open from 9 AM - 9 PM, Monday - Thursday; and 9 AM - 1 AM on Friday.

Catering Services

RC Dining Services caters many events in the Colket Center and numerous other locations on campus. A variety of special catered events are available to your conference group. Don't be afraid to ask for that special event. Some "old favorites" are:

- Coffee Breaks with homemade coffee cake
- Picnics on the Back Quad
- Boxed lunches for groups on the go
- Served or buffet dinners or lunches.

NOTE: Some of these events are for large groups only.

Contact RC Dining Services for more information.

Change

Need quarters for laundry or other vending? The Information Desk is well stocked with change!

Commuter Bus Service to Virginia Tech and NRV

Valley Metro's regular commuter bus service between downtown Roanoke and the Squires Student Center at Virginia Tech stops near the Roanoke College campus at the I-81 Exit 140 Stop at Park & Ride Lot (Thompson Memorial Blvd and I-81 intersection). This is a convenient bus service for RC students, as well as faculty and staff, who would like to take a trip to Virginia Tech. Riders are permitted to take bicycles onto the bus. Here is the web site for more information:

www.smartwaybus.com. For weekend shuttle bus information to Downtown Roanoke, Valley View Mall, and Hollins University, see "Maroon Express."

Conference Services

If you are interested in hosting a conference on the Roanoke College campus, please visit our web-site at:

www.roanoke.edu/conferencing.

Copy Machine

There is a coin-operated copy machine located on the lower level. Campus organizations, offices, and departments may also use this machine and charge copies directly to their college accounts.

Courtesy Telephones

Courtesy Telephones are also available on each level. These courtesy phones provide free local and on-campus calls. Calling cards are required to make long distance calls.

Dining

Roanoke College operates its own dining service - the Sutton Commons. Meals are served cafeteria style with unlimited portions, seven days a week. Students on the meal plan may opt to have weekday meals either in the Commons or in the Cavern. You must show your validated ID card or pay the door charge for that meal. Dining service hours can be found at:

www.roanoke.edu/announcements/weekdining.asp

Faxes

You can send or receive a fax at the Information Desk or in the Bookstore. Each page, whether sending or receiving, costs only \$1.00.

Gameroom

Free games are available in the Colket Center's Gameroom located on the lower level. Play pool, table tennis, video or board games, or any of the variety of other attractions that are rotated throughout the school year.

Gift-O-Grams

RC Dining Services knows that being away from home during special times such as birthdays can be difficult. To assist parents and friends in helping celebrate special times in students' lives, Dining Services offers "Gift-O-Grams." Offering everything from personalized cakes to healthy fruit baskets to sugary sweets, a Gift-O-Gram is a great way to share in the celebration and happiness. Ordering is simple- just contact RC Dining Services at 375-2328.

Handicap Accessibility

The Colket Center is completely handicapped accessible. We strive to make access to the facility as convenient as possible. If you have questions about physical access or anticipate needing assistance, please contact us at 540-378-5125.

Information Desk

The Colket Center Information Desk provides numerous services including:

- Event, room, table tent, and Channel 65 reservations
- Upcoming events
- Change (for laundry & other vending)
- Fax (send & receive documents)
- Lost and Found
- Event tickets
- Discount movie tickets
- Discount baseball tickets

Internet

The entire Colket Center is equipped with wireless Internet connections. If your laptop doesn't have a wireless card, you can also use a convenient port or one of the public access terminals.

Lost and Found

If you lost it on campus, you might find it at the Colket Center Information Desk. Unclaimed articles are disposed of at the end of each academic year.

Lounge

You can lounge around in the Colket Center on the comfy sofas in the lower level Atrium, the main Atrium, and the small, secluded lounge on the main level.

Maroon Express Shuttle Service

The Maroon Express is our weekend shuttle bus service from the campus to Elizabeth Campus, downtown Roanoke City, and Valley View Mall. On Friday, the Express departs the main campus every hour beginning at 4:00 PM with the last bus arriving back on campus at 12 Midnight. Saturday's schedule begins at 12 Noon with the last bus again arriving back on campus at 12 Midnight. You can transfer to another bus at the JC Penney stop at the mall to connect to Hollins University. The Maroon Express is a free service provided by the Colket Center. Click [here](#) for route map and schedule.

Meeting Rooms

The Colket Center features several meeting spaces to accommodate the diverse needs of the campus community and our off-campus guests. A variety of audio-visual equipment is available for use within the building.

Monterey Guest House

Roanoke College owns and operates a guest house, Monterey, with five bedrooms; two rooms each with a queen bed, two rooms each with a double bed, and one room with a twin. Rates for 2007 are based per room per night and private rental or departmental charge. They range from \$20 - \$65 per night. Reservations can be made for these rooms by calling Room Reservations at 540-378-5125.

Post Office

The campus post office is located on the lower level of the Colket Center. Services include:

- Providing campus mailboxes for receiving all types of mail including official Roanoke College correspondence
- Interdepartmental and on-campus mail
- Stamp sales
- Sending of certified, express, insured, and priority mail
- Sending packages, including internationally
- Sending and receiving UPS, including Next-day Air
- Receiving Federal Express, RPS, Airborne, and other overnight delivery services
- Forwarding student mail during summer break and after graduation

For all mail to a student or a member of the faculty or staff, simply send mail to:

Student's Name
Campus Box # _____
221 College Lane
Roanoke College
Salem, VA 24153

OR

Faculty/Staff Name
_____ Department
221 College Lane
Roanoke College
Salem, VA 24153

Posters

Large posters can be made from any 8 ½ X 11 paper image or photograph. There is a small charge for this service. Contact the Colket Center Information Desk.

Public Access Computer Terminals

Three computer terminals are conveniently located throughout the Colket Center. These stations are available for general use by students, faculty, staff, and guests.

RCTV (Channel 65)

The Colket Center provides a 24-hour information channel publicizing up-coming events and inclement weather bulletins. This channel can be found on your cable-ready TV on Channel 65. [Channel 65 Spot Request Form](#)

Rentals

The Coordinator of the Colket Center is the college's rental agent. If your off-campus group wants to rent a campus facility or hold a meeting, or you want to book your wedding and wedding reception, contact Diane Wing at 540-375-2307.

Satellite TV

Kresge Conference Room is equipped with Direct TV as well as the college's cable signal.

Scheduling

To reserve a space in the Colket Center or anywhere else on campus, contact Event Scheduling at ext. 5125 (378-5125), use the [online reservation form](#), or stop by the Colket Center Information Desk.

Student Organization Office

Recognized student organizations are provided office cubicles and storage space in the room on the 2nd floor.

Tech Crew

The Tech Crew is a group of student that the Colket Center employees to work many of the Campus Activities Board and other student organization shows. Their responsibilities include performing stage crew functions, assisting entertainers, operating sound and lighting equipment, and general "roadie" duties. Tech Crew performs its services both within the Colket Center and around campus. If you are interested in joining Tech Crew, please [apply online](#).

Weddings and Wedding Receptions

Planning on getting married? The Colket Center is a wonderful location to hold your wedding reception plus you get our outstanding Catering Department to prepare your meals. Antrim Chapel is available to students, faculty, staff, and alumni for wedding services. Contact Diane Wing, Coordinator of the Colket Center, at 540-375-2307 for more information.

Student Activities:

Campus Activities Board (CAB)

CAB is the student organization, sponsored by the Colket Center, responsible for producing the majority of the entertainment at RC. Traditional events sponsored by the board include: Welcome Back Weekend, the Family Weekend Show, WinterFest, and Spring Fling. Other events include concerts, coffeehouses, club entertainers, recreational tournaments, outdoor movies, and trips to local attractions. The programming committees of CAB are: One Nite Stand Committee, Mainstage Committee, RC Films, Games & Tournaments, RC Expanded, and the Founder's Ball Committee.

Classes

The Colket Center produces a number of non-credit classes throughout the year. Regularly scheduled, ongoing classes include Yoga, Swing Dance lessons, aerobics, and cooking classes. Other recreational classes have included juggling, wine education & food pairing, and knitting.

Concerts

Campus Activities Board's Mainstage Committee schedules a Fall Concert during the month of September and another concert during WinterFest, in February. Recent bands include: Blues Traveler, the Spin Doctors, 2 Skinny Js, Vertical Horizon, John Mayer, Guster, Duncan Sheik, O.A.R, Better Than Ezra, Joan Osborne, Kayne West, President's of the United States of America and Wide Spread Panic.

Dining

CAB's RC Expanded Committee routinely schedules a night of dining at local establishments. The committee provides transportation and offers a subsidy towards the meal. It's one of the best deals in town.

Movie Channel

Campus Activities Board produces a 24-hour movie channel, Channel 66, on the college's closed circuit TV. Each month the members of RC Films Committee select the twelve movie titles to be shown. The CAB movie channel can be viewed on Channel 66 of your cable-ready TV.

Open-Mic Nites

A staple of weeknight programming are Open-Mic Nites. These events showcase student talent in the club-like setting of the Colket Center Cavern. CAB's One Nite Stand Committee produces these events. While some are not judged, the judged events offer prizes to the winning performers.

President's Ball

CAB's Founder's Ball Committee has the responsibility of producing the annual semi-formal ball held in November. The Founder's Ball is scheduled in conjunction with the college's Founder's Day activities. The ball is an extravaganza featuring great music, great food, and lavish set designs.

RC After Dark

Every Friday night, the Colket Center staff coordinates the activities and events of various campus organizations into a series of late night programming. Elements of RC After Dark include box office hit movies, live entertainment, student performances, game shows, novelty attractions, and free food. While most activities are held in the Colket Center, on occasion events are held on the Back Quad or elsewhere around campus.

Recreational Tournaments

The Colket Center Gameroom, located on the lower level, regularly sponsors recreational tournaments. These activities range from billiards, ping pong, air hockey, and skeeball, to Spades, Monopoly, Risk, and video game tournaments. CAB's Games & Tournaments Committee often offers Bingo, Poker, Capture the Flag, and other competitions.

Shopping

CAB's RC Expanded Committee schedules an annual shopping trip to the Washington, D.C. area. While the committee supplies the transportation a small charge may be assessed to cover the cost of bus.

Special Meals

The Sutton Commons periodically schedules special meals for students throughout the school year. Often, live entertainment is featured during these dinners.

Televised Sporting Events

The Colket Center staff often takes advantage of the top-notch audio/visual equipment in the building show spectacular sporting events such as the Super Bowl, NCAA basketball, and the World Series on large screens throughout the building. Every weekend in the fall, college and professional football is shown on the large screen TV in the Kresge Conference Room.

Vendors

Throughout the school year, the Colket Center sponsors local and regional vendors to come to campus who have crafts and jewelry to sell. These sales take place either outside or in the lower level atrium.

WRKE-LP FM Radio

Catch the spirit of RC on the airwaves at 100.3. [WRKE-LP FM](#) is the college's low-power FM radio station that broadcasts from the top of the Colket Center.

Yearbook

The Rawenoch, the college's yearbook, is produced by the Colket Center Marketing Team. This annual publication is free to graduating seniors and may be purchased by undergrads at the Information Desk.