



# Faculty House

*at Columbia University*

*64 Morningside Drive  
New York, NY 10027  
[fachouse@columbia.edu](mailto:fachouse@columbia.edu)*

 COLUMBIA | FACULTY HOUSE



# Celebrate —Meet —Dine

*and break away from business as usual in New York City*

Whether you're planning a small meeting or a large-scale conference we have the meeting spaces, cuisine and event professionals to suit your needs. Trust our experienced meeting and event specialists to assist you with handling all your event details, including audio-visual needs, catering, and more.

**38,000**

sq.ft. of  
Event Space

**4**

Floors

**3**

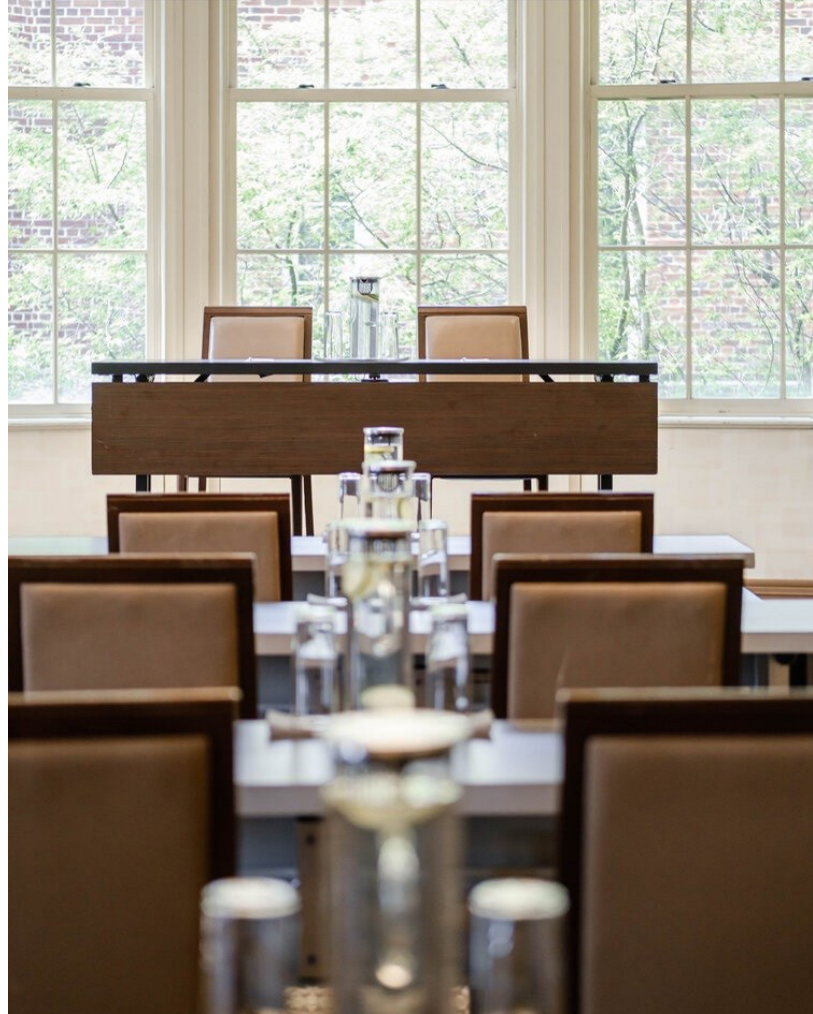
Ballrooms

**13**

Meeting Rooms

Faculty House offers four floors of venue space with multiple room configurations available. One of the unique features of Faculty House is our outdoor terrace with stunning views of New York City. You and your guests will benefit from our prime location in the Upper Manhattan.





## *Elevated Experience*

Spark creative thinking in our flexible event spaces, which are designed to promote collaboration, connection, and inspiration. Showcasing an artful, innovative approach to event planning, our staff seeks to elevate your meetings from ordinary to extraordinary. Trust our seasoned, full service event staff to flawlessly manage each aspect of your next event at Faculty House!

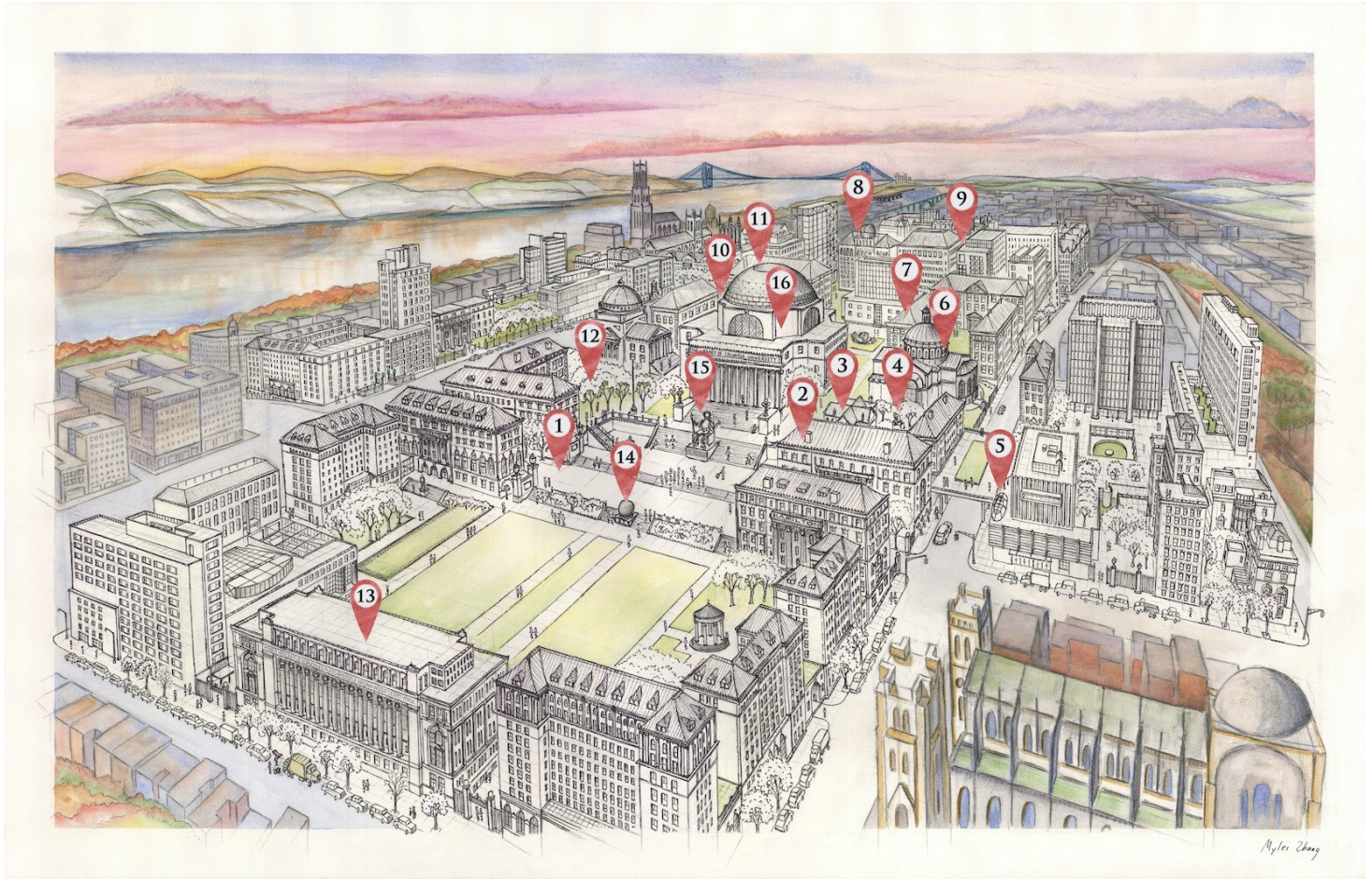
## *Full-Service Venue*

- World-class catering team
- Outdoor terrace with iconic views of Upper Manhattan
- Top-quality audio/visual equipment
- Full-service event professionals
- Centrally located in Manhattan's Upper West Side
- Abundant natural light



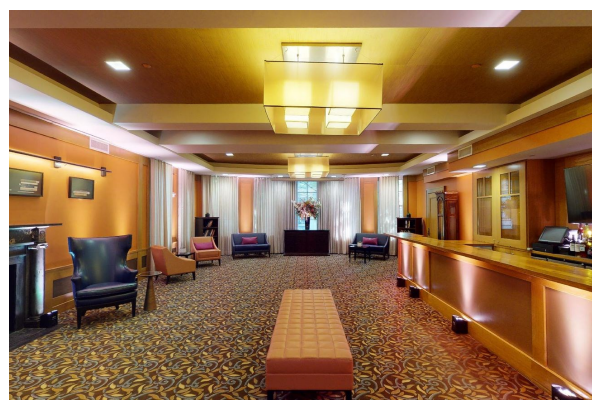
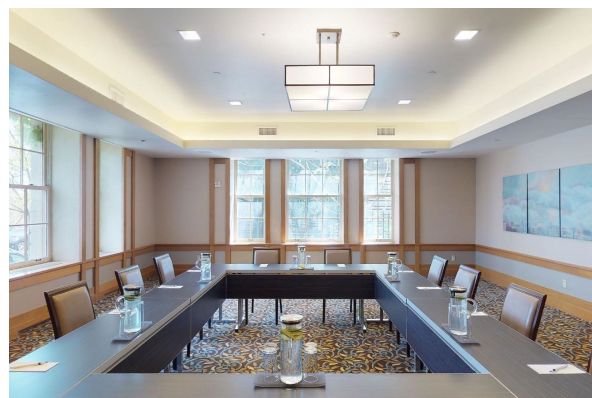
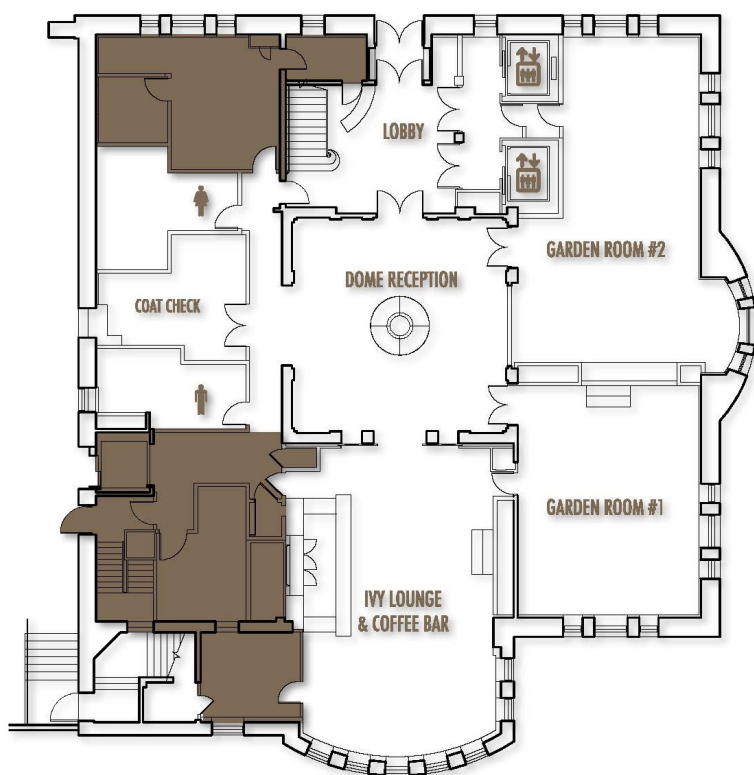
# Tour de Columbia

*Explore all that Columbia University's campus has to offer*



Artist: Myles Zhang CC '19 | [myleszhang.org](http://myleszhang.org)

1. **College Walk**  
Closed to car traffic beginning in 1954.
2. **East Asian Library**  
Holds over one million volumes of East Asian materials.
3. **Buell Hall**  
Originally the Bloomingdale Insane Asylum for wealthy male psychiatric patients.
4. ***The Thinker***
5. ***Bellerphron Taming Pegasus***
6. **St. Paul's Chapel**  
Each column capital in the portico is adorned with a cherub's head by Gutzon Borglum, the sculptor who later carved Mount Rushmore. The Chapel's organ is the earliest example of the "American Classic" organ.
7. **Avery Architecture & Fine Arts Library**  
One of the largest architecture libraries in the world.
8. **Pupin Hall**  
Where the uranium atom was first split in 1939.
9. **Whispering Bench**  
An acoustically unique bench where two people can sit on opposite sides of the bench and hear each other's low-volume conversation.
10. **Battle of Harlem Heights**  
A plaque commemorates the September 6, 1776 battle.
11. ***The Scholar's Lion***
12. ***The Great God Pan***
13. **Butler Library**  
Home to Edgar Allen Poe's fireplace mantle in front of which he wrote *The Raven*.
14. **The Sundial**  
Previously adorned with a 16-ton polished granite sphere.
15. **Alma Mater**  
A human representation of the University's mission, she also has an owl hidden in her robes.
16. **Low Library**  
The largest freestanding granite dome in the United States, resting at 105' high.



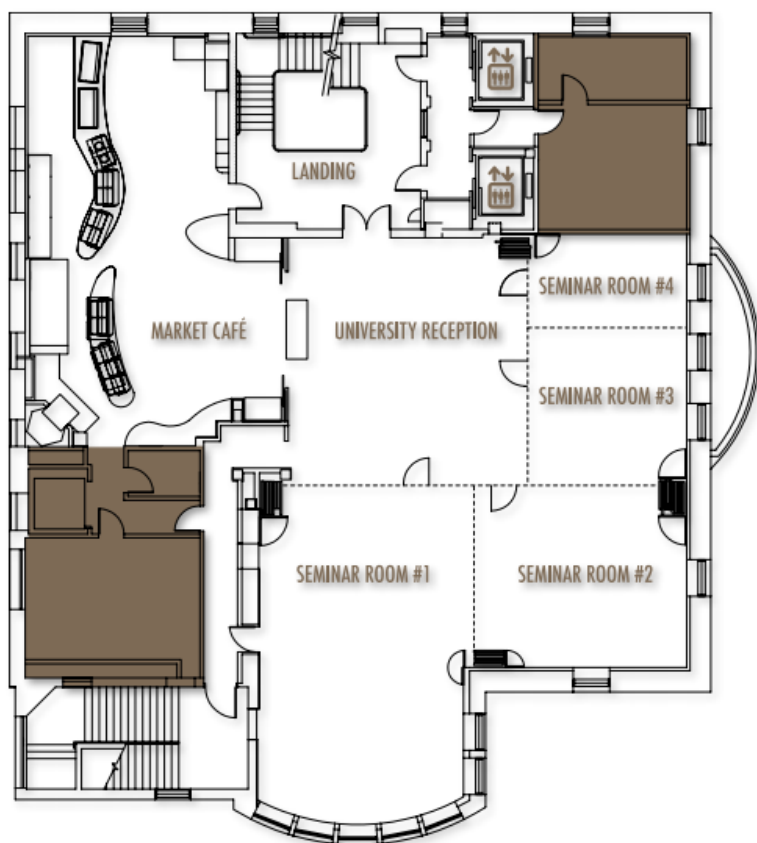
## *The First Floor*

Enter Faculty House through the First floor Garden Level reception area, which features original terrazzo floors and a marble staircase.

On the Garden Level you will find the Ivy Lounge, a full-service bar with fixed, contemporary club seating. Also on this floor are two meeting rooms and a centrally-located coat room.

ROOM	DIMENSIONS	THEATER	BANQUET	RECEPTION	SQUARE	U-SHAPE	CONFERENCE	CLASSROOM
Garden Room 1	29' x 28'	50	40	55	24	20	22	24
Garden Room 2	44' x 24'	72	60	85	30	24	28	36
Ivy Lounge	20' x 24'	■	■	48	■	■	■	■



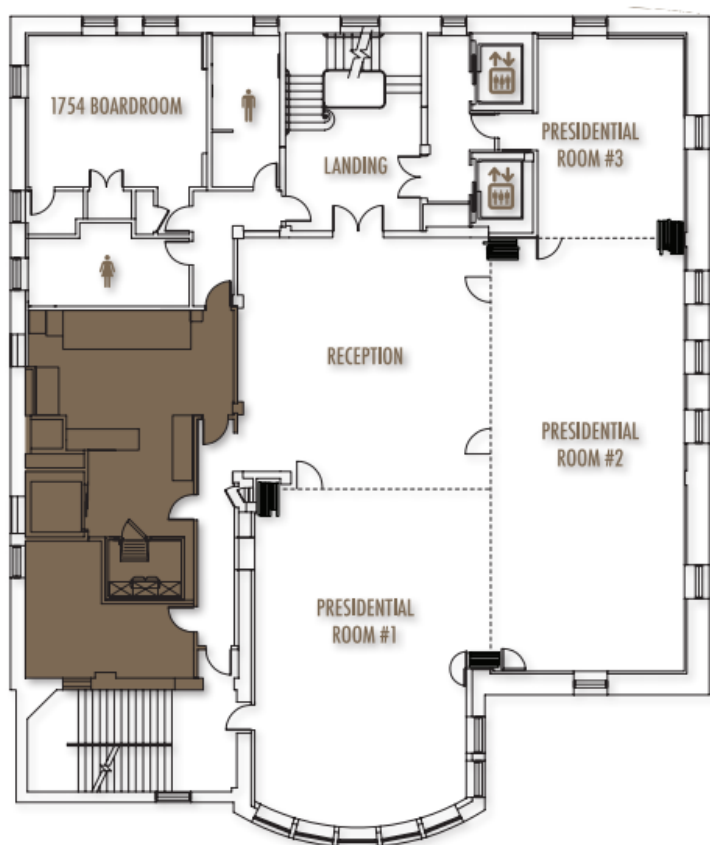


## *The Second Floor*

The second floor Seminar Level is designed for versatility with eclectic, modern style and can be divided into four meeting rooms or seat up to 250 when using the full floor.

The Seminar Level features flexible airwalls and is perfect for conferences, lectures, presentations, dinners, and receptions.

ROOM	DIMENSIONS	THEATER	BANQUET	RECEPTION	SQUARE	U-SHAPE	CONFERENCE	CLASSROOM
Seminar Ballroom	50' x 69'	250	200	275	■	■	■	120
Seminar 1 & Reception	40' x 25'	120	100	115	42	38	34	63
Seminar Room 2	21' x 24'	50	40	60	18	15	15	18
Seminar Room 3	18' x 18'	30	20	30	16	14	14	15
Seminar Room 4	10' x 18'	18	10	20	■	■	8	■

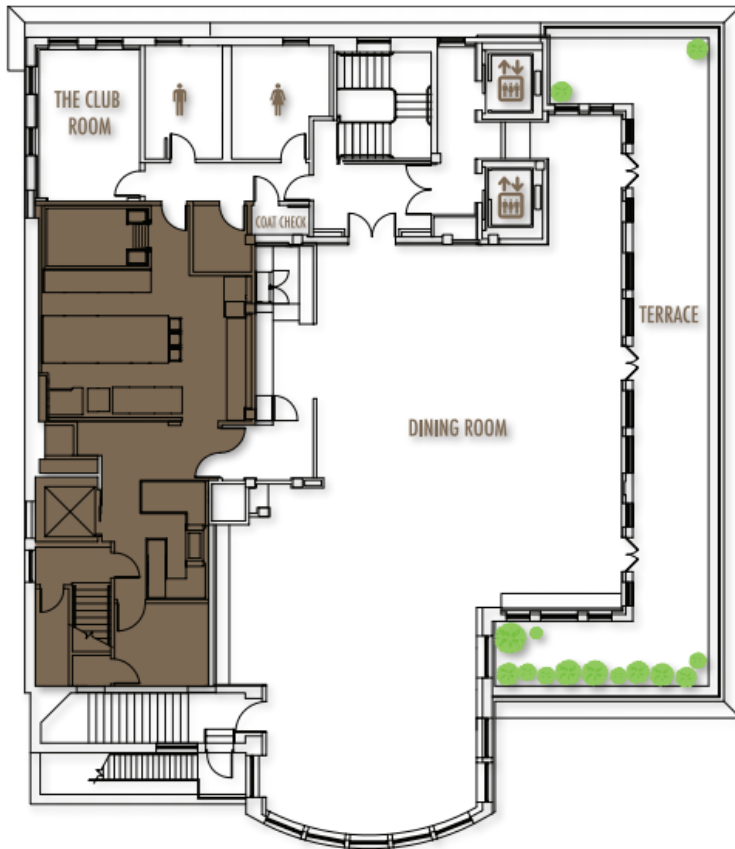


## The Third Floor

The third floor Presidential Level is a premier event space, accommodating as many as 260 guests for dinner and dancing, depending on the configuration of the room.

The 1754 Board Room is also located on the third floor and is perfect for small meetings and private tastings.

ROOM	DIMENSIONS	THEATER	BANQUET	RECEPTION	SQUARE	U-SHAPE	CONFERENCE	CLASSROOM
Presidential Ballroom	70' x 51'	325	220	350	■	■	■	120
Presidential 1 & Reception	40' x 28'	120	100	115	42	38	34	63
Presidential Rooms 2 & 3	74' x 22'	140	100	150	42	36	34	72
Presidential Room 3	23' x 17'	40	30	35	18	10	20	24
1754 Board Room	18' x 21'	32	20	30	■	18	18	18



## *The Fourth Floor*

The fourth floor Skyline Dining Room is a grand space with beautiful natural light and a terrace overlooking the Manhattan skyline. The Dining Room can accommodate as many as 160 guests for a seated dinner. Receptions up to 80 guests on the terrace overlooking Morningside Park are a highlight of Faculty House.

ROOM	DIMENSIONS	THEATER	BANQUET	RECEPTION	SQUARE	U-SHAPE	CONFERENCE	CLASSROOM
Skyline Dining Room	59' x 48'	108	160	250	46	38	34	63



# *Masterful Cuisine*

Faculty House is proud to provide a robust selection of catering services to complement any event. Our team of culinary professionals provide a seamless experience, supporting you through the initial planning stages to a brilliant finale. Whether you aim to impress guests with an upscale fine dining affair or keep conference attendees energized with an assortment of snacks and refreshments, our Catering Team is equipped to craft the perfect menu.

[Faculty House Catering Menu](#)



# *The Complete Package*

Planning and executing a meeting while adhering to a budget is the goal of every meeting planner. Our Complete Meeting Package (CMP) options have you covered. By bundling our most popular services into one clear package, we are able to give a clean and concise estimate with our per person/per day pricing structure. The CMP is without a doubt the best and easiest way to plan your next meeting at Faculty House.

**\$265 per person, per day**

## **Complete Meeting Package Includes:**

Meeting room tailored to your event needs with labor to set-up and tear down  
Complimentary high-speed internet access  
Continuously replenished coffee, tea and soft drinks  
Pens, pads, & tabletop carafes of water  
Flip charts  
LCD projector, projection screen & laptop connection  
Wireless microphone, podium, speakers

### **Columbia Breakfast**

Assorted Danishes, Muffins, Croissants  
Hickory Smoked Bacon  
Griddle Potatoes  
Scrambled Organic Brown Eggs  
Assorted Cereals  
Bagels with Cream Cheese, Fruit Preserves and Butter  
Seasonal Sliced Fruit and Berries  
Assorted Individual Yogurts

### **Mid-Morning Break**

Kind Bars and Assorted Whole Fruit

### **Your Choice of Hot Buffet Lunch**

### **Mid-Afternoon Break**

Popcorn Break :  
Chocolate, Kettle Corn, Chipotle, Salted Caramel

We understand each meeting is different and we provide easy to plan options to ensure we can cater to any event needs you may have. Please contact our meeting and event specialists for information on additional space needs, AV requirements, bar & reception packages and campus tours & activities.





# Audio Visual Packages

At Faculty House we blend creativity and innovative technology for an inspiring experience. Our highly trained staff are passionate about delivering exceptional experiences to help you bring your vision to life.



## Speaker Packages

*includes podium, microphone, speakers*

### Small Meeting Rooms

Half Day: \$400 | Full Day: \$700

### Large Meeting Rooms

Half Day: \$450 | Full Day: \$800

### Conference Rooms

Half Day: \$550 | Full Day: \$900

## Background Music Packages

*includes auxiliary cord, speakers*

### Small Meeting Rooms

Half Day: \$350 | Full Day: \$700

### Large Meeting Rooms

Half Day: \$400 | Full Day: \$750

### Conference Room

Half Day: \$400 | Full Day: \$750

## Full Meeting Packages

*includes podium, microphone, speakers, projector, screen, wireless advancer, switcher*

### Small Meeting Rooms

Half Day: \$1,290 | Full Day: \$1,890

### Large Meeting Rooms

Half Day: \$1,330 | Full Day: \$1,970

### Conference Rooms

Half Day: \$1,690 | Full Day: \$2,625

Half day rentals are 4 hours or less | Full day rentals are over 4 hours

All Packages are priced at starting rates. Additional equipment and staffing will increase package pricing.

Small Rooms fit up to 50 guests | Large Rooms fit up to 100 guests | Conference Rooms fit up to 300 guests

# *Audio Visual Services*

At Faculty House we will customize our services to fit all of your event needs.

To receive a creative, customized complete proposal, please contact the Faculty House today. All starting prices listed below are per room, per day. All components may require additional staffing or equipment.

## **Audio Components**

- Wireless Microphone \$96
- Wired Microphone \$50
- Lavalier Microphone \$96
- Podium Microphone \$50
- Built-In Sound System \$85 per hour
- Portable PA \$75 per hour
- Laptop Audio \$55
- Auxiliary Connection \$35

## **Visual Components**

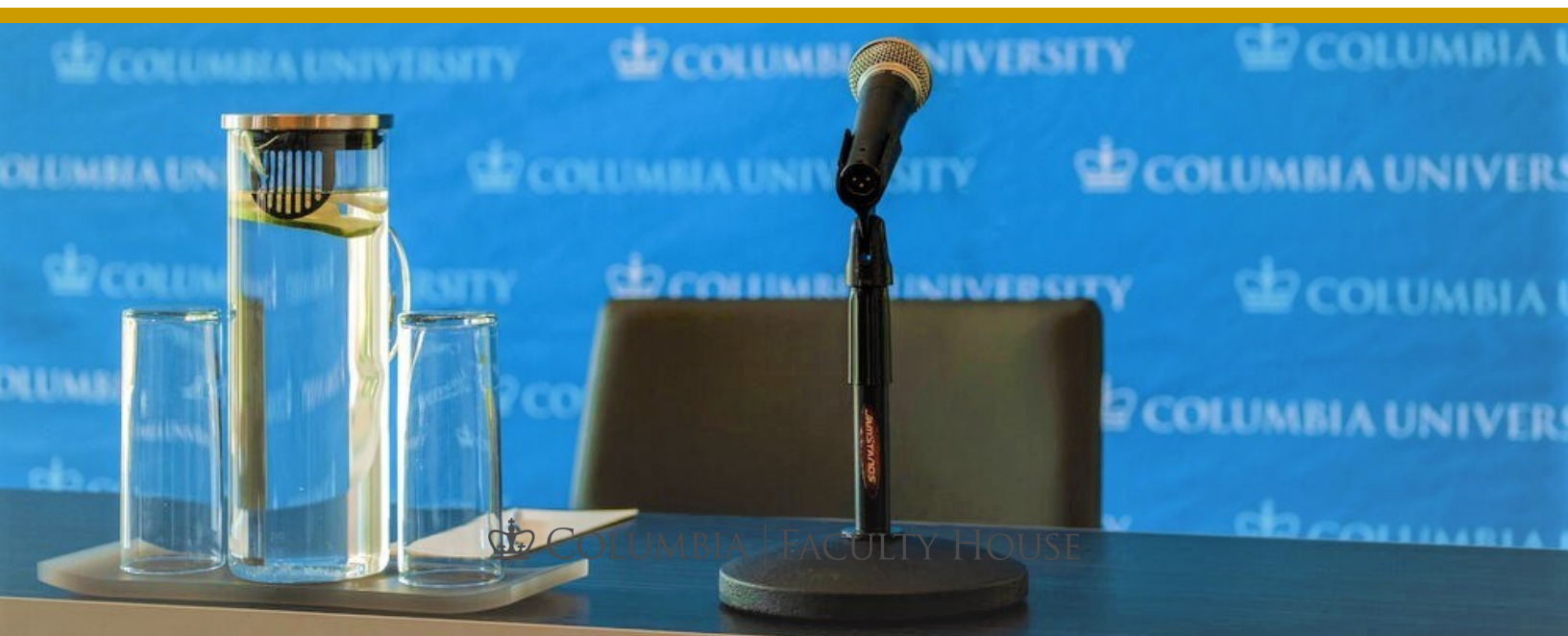
- Screen \$35
- LCD Projector \$300 per half day
- Built In TV Screen \$300
- Podium \$55
- Laptop \$195
- Flip Chart \$46
- Dry Erase Board \$36
- Preview Monitor \$80
- Wireless Advancer \$81

## **Hybrid & Virtual Components**

- Laptop Video Conference Accessories \$475
- Livestreaming \$3,900
- Videography \$975 per half day
- Post Production \$480

## **Staffing**

- Set Up & Strike \$200
- Set Up & Strike Premium \$300
- Tech to Stay Starting at \$300
- Tech to Stay Premium Starting at \$450
- Site Supervisor \$97 per hour





# Room Rental Rates

Half day rentals are 4 hours or less | Full day rentals are over 4-8 hours  
Events with at least 50% room capacity and meal service will be eligible for a reduced room rate.

## Faculty House | 1st Floor

Garden Room 1.....	\$1200 half day   \$1950 full day
Garden Room 2.....	\$1400 half day   \$2350 full day
Ivy Lounge.....	\$1200 half day   \$1950 full day

## Faculty House | 2nd Floor

Seminar Ballroom.....	\$2550 half day   \$4450 full day
<i>Seminar 1, 2, 3, 4 &amp; Reception</i>	
Seminar 1 & Reception.....	\$1800 half day   \$2950 full day

## Faculty House | 3rd Floor

Presidential Ballroom.....	\$2550 half day   \$4450 full day
<i>Presidential 1, 2, 3 &amp; Reception</i>	
Presidential 1 & Reception.....	\$1800 half day   \$2950 full day
Presidential Rooms 2 & 3.....	\$1800 half day   \$2950 full day
Presidential Room 3.....	\$1200 half day   \$1950 full day
1754 Boardroom.....	\$1200 half day   \$1950 full day

## Faculty House | 4th Floor

Skyline Dining Room.....	\$3150 half day   \$4950 full day
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# *Let's Connect*

## **LOCATION**

Faculty House | Columbia University  
64 Morningside Drive  
New York, NY 10027

## **FACULTY HOUSE INQUIRES & PROPOSAL REQUESTS**

[fachouse@columbia.edu](mailto:fachouse@columbia.edu)

## **WEBSITE**

[facultyhouse.columbia.edu](http://facultyhouse.columbia.edu)

## **PHONE**

212-854-1200