

# Directory

## A

### Academic Senate

Room S3-204, Main Building  
Phone: 408.855.5413

### ACCESS Program

Room C1-117, Main Building  
Phone: 408.855.5192

### Administrative Offices

#### Community Education

Room S1-202, Main Building  
Phone 408.855.5105

#### Evening Administrator

Lobby Office, Main Building  
Page: 408.995.7987

#### Facilities and Budget

Room E1-604, Main Building  
Phone: 408.855.5230

#### Instructional Technology and Distance Learning

Room W2-401A, Main Building  
Phone: 408.855.5360

#### Library Services

Room 226, Library  
Phone: 408.855.5150

#### Marketing, Public Relations, and Graphic Design Services

Room E3-201, Main Building  
Phone: 408.855.5125

#### Office of Instruction

Room S1-301, Main Building  
Phone: 408.855.5180

#### Office of Student Services

Room 222, Campus Center  
Phone: 408.855.5197

#### President's Office

Room E1-602, Main Building  
Phone: 408.855.5123

#### Workforce and Continuing Education

Room SE3-105, Main Building  
Phone: 408.855.5218

### Admissions and Records

Room E1-501, Main Building  
Phone: 408.855.5000  
Hours: See posting on office door and online.

### Anatomy and Physiology Lab

Room SCI-220, Science Building

### Art Gallery

Room W1-601, Main Building

### Assessment/Testing Center

Room E1-101, Main Building  
Phone: 408.855.5099  
Hours: See posting on office door.

### Associate (Part Time) Faculty Center

Room SE2-101, Main Building

### Associated Student Body (ASB)

Room 202, Campus Center  
Phone: 408.855.5407 or 408.855.5406  
Hours: See posting on office door.

### Associated Student Body Clubs

Room 202, Campus Center  
Phone: 408.855.5406

### Astronomy Lab

Room SCI-160, Science Building

### Audio and Video Equipment

(Faculty/Staff)  
Room 152, Telecommunications Building  
Phone: 408.855.5135 or 408.855.5132

## B

### Biology Lab

Room SCI-230, Science Building

### Bookstore

Campus Center  
Phone: 408.855.5080  
web: <http://mc.bncollege.com>  
Hours: See posting on office door and online.

## C

### Cafeteria

Campus Center  
Phone: 408.855.5117  
Hours: See posting on cafeteria door.

### CalWORKs, Career Pathways, VTEA and WIA Programs

Room C1-114, Main Building  
Phone: 408.855.5228  
Hours: See posting on office door.

### Cooperative Agencies Resources for Education (CARE)

Room E1-403, Main Building  
Phone: 408.855.5060  
Hours: See posting on office door.

### Career/Transfer Center

Room E1-201, Main Building  
Phone: 408.855.5115  
Hours: See posting on office door.

### Cashier's Office

Room E1-501, Main Building  
Phone: 408.855.5029  
Hours: See posting on office door and online.

### Chemistry Labs

Rooms SCI-260, 280 and 270, Science Building

### Child Development Center

Between Campus Center  
and Parking Lot B  
Phone: 408.855.5173

### Community Education Office

Room S1-202, Main Building  
Phone: 408.855.5105  
Hours: See posting on office door.

### Computer Applications Lab

Room E2-302/303, Main Building

### Computer Network Electronics Technology

Rooms MT-19 through MT-24  
Phone: 408.855.5337

### Corporate Education and Training Office

Room S3-203, Main Building  
Phone: 408.855.5200

### Copy Machines for Students

Outside Career/Transfer Office, Room E1-201,  
Main Building and inside Library.

### Counseling Center

Room E1-301, Main Building  
Phone: 408.855.5030  
Hours: See posting on office door and online.

## D

### Dance Studio

Rooms W1-501/502, Main Building

### Design Drafting

Room N1-301, Main Building

### Disability Instructional Support Center (DISC)

Rooms S2-201 and S2-101, Main Building  
Phone: 408.855.5085  
TTY: 408.727.9243  
Hours: See posting on office door.

### Distance Learning

(Online & Television Classes)  
Phone: 408.855.5132

## Division/Department Locations

### Applied Sciences

Room W2-402, Main Building  
Phone: 408.855.5374  
*Fire Technology*  
*Health Occupations*

### Commerical Services & Technology

Room E2-402, Main Building  
Phone: 408.855.5335  
*Accounting*  
*CIS*  
*CNET*  
*CIT*  
*Computer Applications*  
*Drafting and Manufacturing*  
*General Business*  
*Hospitality Management*  
*Instructional Technology & Services*  
*Marketing and Management*  
*Nutrition*  
*Real Estate*  
*Retail Floristry*  
*Wellness and Human Performance*

### Communications, Mathematics

Room S2-402, Main Building  
Phone: 408.855.5295  
*Communication Studies*  
*English*  
*Learning Assistance Center*  
*Mathematics*  
*Reading*  
*Tutoring Center*

### Cultural and Technical Arts (CATA) and English as a Second Language (ESL)

Room E2-601, Main Building  
Phone: 408.855.5411  
*Art*  
*Art History & Humanities*  
*Foreign Language*  
*Global Studies*  
*Graphic Arts*  
*Graphic Design*  
*Music*

### Natural Sciences, Social Sciences

Room N2-402, Main Building  
Phone: 408.855.5255  
*Astronomy*  
*Biological Sciences*  
*Chemistry*  
*Child Development*  
*Economics*  
*Engineering*  
*History & Geography*  
*Philosophy*  
*Physics*  
*Political Science*  
*Psychology*  
*Sociology & Anthropology*

### Duplicating Services (Faculty/Staff)

Room S1-601, Main Building

## E

### Elevators located in Main Building

Located outside North-701, East-701,  
South-701, and West-701. Refer to  
Campus Locator at the back of the schedule.

### Engineering Labs

Rooms SCI-170 and SCI 180, Science Building

### Environmental Training Center

Room E3-701, Main Building  
Phone: 408.855.5584

### Escort Service (Police)

Phone: 408.855.5435

### Extended Opportunity Program and Services (EOPS)

Room E1-403, Main Building  
Phone: 408.855.5055  
Hours: See posting on office door and online.

## F

### Financial Aid Office

Room E1-401, Main Building  
Phone: 408.855.5065  
Hours: See posting on office door.

### Fire Protection Technology

Room W2-402, Main Building

### First Aid (Student Health Services)

Room W1-303, Main Building  
Phone: 408.855.5140

## G

### Graphic Arts Lab

Room S1-502, Main Building

### Graphic Design Lab

Room S1-501, Main Building

### Graphic Design Services

Phone: 408.855.5127

### Grades

T-Reg: 408.741.8734

## H

### Health Services

Room W1-303, Main Building  
Phone: 408.855.5140  
Hours: See posting on office door and online.

### Hospitality Management

Northeast Building of Main Building  
Phone: 408.855.5245

### Human Resources

Room S3-201, Main Building  
Phone: 408.855.5130

## I

### Information Desk

Lobby Information Desk, Main Building  
Phone: 408.855.5004

### International Students Center

Room S1-202, Main Building  
Phone: 408.855.5110  
Hours: See posting on office door.

### Internships Office

Room C1-110, Main Building  
Phone: 408.855.5101  
Hours: See posting on office door.

## J

### Job Placement Center

Room C1-110, Main Building  
Phone: 408.855.5101  
Hours: See posting on office door.

## K

### Keyboarding Lab (CA Lab)

Room E2-302, Main Building  
Phone: 408.855.5336

## L

### Language Lab

Room S2-501, Main Building

### Learning Assistance Center

Room S2-201, Main Building  
Phone: 408.855.5085  
Hours: See posting on office door and online.

### Lecture Hall (Sorenson Hall)

Room SE2-104, Main Building

### Library

Building between Main Building and Parking Lot A  
Phone: 408.855.5151  
Hours: See posting on office door and online.

### Locker Rooms, Men's

Behind Gymnasium

### Locker Rooms, Women's

Behind Gymnasium

### LVN to RN Program

Room N2-101, Main Building  
Phone: 408.855.5016

## M

### Manufacturing Lab

Room N1-405, Main Building

### Math Learning Center

Room S2-401, Main Building  
Phone: 408.855.5320

### Math Engineering Science

**Achievement (MESA)**  
Phone: 408.855.5041  
Hours: See posting on office door.

### Computer Lab

Room SCI-132, Science Building

### Study Center

Room C1-118, Main Building

### Tutorial Center

Room C1-120, Main Building

### Microbiology Lab

Room SCI-216, Science Building

### Middle College

Room S3-601, Main Building  
Phone: 408.855.5532

### Music Lab

Rooms W1-101 and W1-201, Main Building

## N

### Nursing Lab (Allied Health)

Room W2-502, Main Building

## O

### Outreach & Recruitment

Lobby Office, Main Building  
Phone: 408.855.5585

### Owl Cove Cafe

Hospitality Management Building  
For reservations call 408.855.5245  
Fax: 408.855.5452  
Hours: See posting on office door and online.

## P

### Parking & Parking Citations (Police)

Police Business Office, Campus Center  
Phone: 408.855.5435

### Part Time (Associate) Faculty Center

Room SE2-101, Main Building

### Physical Education Office (PE)

Room E2-402, Main Building  
Phone 408.855.5335

### Physics Labs

Rooms SCI-160, SCI-180, and SCI-170  
Science Building

### Police - Emergency Response

To report an emergency or possible criminal activity on or near the campus: Any pay phone or cell phone, dial 9-1-1; Any campus phone, dial 9-1-1. To request assistance for a non-emergency activity requiring a police officer response on or near the campus: Any pay phone or cell phone, call 408.299.2311; Any campus phone, call 9.408.299.2311.

### Police - Business Office

Police Office, Campus Center  
Phone: 408.855.5435 (non-emergency)  
Hours: See posting on office door.

### Press Room/Printing Lab

Rooms S1-503 and S1-602, Main Building

### Public Relations

Phone: 408.855.5125

## R

### Rape Crisis Center of Santa Clara County

Phone: 408.287.3000

### Regional Health Occupations Resource Center (RHORC)

Room S3-202, Main Building  
Phone: 408.855.5216

## Restrooms

Main Building:  
First and Second floors, all corners  
Third floor, southeast corner only

## S

### Science Building

The Science Building is located between the Main Building and Parking Lot D.

### Sorenson Hall (Lecture Hall)

Room SE2-104, Main Building

### Staff Development Office

Room E2-601, Main Building  
Hours: See posting on office door.

### Student Health Services

(See Health Services)

### Switchboard (Colleges' Main Number)

Phone: 408.988.2200

## T

### Tech Prep

Room S3-102A, Main Building  
Phone: 408.855.5209

### Technology Center

Room 240, Campus Center  
Phone: 408.855.5359  
Hours: See posting on office door.

### Telecommunications Office

Telecommunications Building

### Telephone Registration (T-Reg)

Phone: 408.741.8734

### Television Classes

Phone: 408.855.5132

### Television Studio (MCTV)

Telecommunications Building

### Testing Center

(See Assessment/Testing Center)

### Transfer Center

(See Career/Transfer Center)

### Tutoring Center

Room TC-2, Campus Center  
Phone: 408.855.5371  
Hours: See posting on office door.

## V

### Veterans Affairs

(See Admissions & Records)

## W

### Weight Training Lab

Room W1-301, Main Building

### Welcome Center

Campus Center, First Floor, Room 124  
408.855.5083, 855.5306 or 855.5307  
mc\_welcomecenter@wvm.edu

### Work Experience

Room C1-110, Main Building  
Phone: 408.855.5102  
Hours: See posting on office door.

### Workplace Learning Resource Center (WpLRC)

Room S3-203, Main Building  
Phone: 408.855.5201

### World Wide Web Address

[www.missioncollege.org](http://www.missioncollege.org)