

The Health Sciences and Human Services Library **Boughman/Alpern Family Conference Room, Balis Room** and **Sherman Center for Healthcare Innovation** support the mission of the University of Maryland Baltimore (UMB) by providing space to develop collaborations and partnerships. Rooms may be used for research-related presentations, instruction, and professional meetings, including those hosted by [recognized student organizations](#). Rooms are not to be used for group study, parties, or social events.

1. University of Maryland, Baltimore (UMB), University of Maryland Medical Center (UMMC), and Baltimore VA Medical Center faculty, staff and students may use the rooms. Rooms are not available for outside group use.
2. Available Monday - Friday 8:30 a.m.-5 p.m. by reservation only. Rooms are not available before 8:30 a.m. Please visit HSHSL Administration to gain access to the reserved Balis Room. Visit the Information Services Desk to gain access to the reserved Sherman Center and Boughman/Alpern Family Conference Room.
3. [Complete the online registration form to reserve a room](#). You will receive an email regarding your request.
4. Reservations must be made at least 48 hours (about 2 days) in advance.
5. Remove all trash, food and drink after room use. Trash and recycling bins are found throughout the building.
6. Conference rooms may not be used for recurring meetings.
7. Conference rooms are equipped with technology. See the [HSHSL website](#) for the most current information.

CANCELLATION DUE TO EMERGENCY CLOSURE:

If the University or HSHSL building closes for a campus emergency, including inclement weather, all room reservations will be canceled. For campus closure announcements, refer to [UMB Alerts](#) or call the Campus Emergency Information Phone Line at (410) 706-8622.

Reservations:

To reserve a room, visit the [online reservation form](#).