



BERNARD L. SCHWARTZ COMMUNICATION INSTITUTE

One Bernard Baruch Way
Box J-315A
New York, NY 10010
646-312-2060

To: Robert Curry, Public Safety

From: Meechal Hoffman, Director, Bernard L. Schwartz Communication Institute

Subject: Fall 2023 Access to "J" Building

In addition to our normal hours of operation, we request access to the following locations for our staff and their students during the Fall 2023 semester (8/25/23 – 12/20/23):

137 East 25th St., "J" building, rooms 315A, 318, 319, 320, and 323:

Monday – Friday 7:30am – 10:00pm

Saturday and Sunday 7:30am – 6:00pm

Employees who will be seeking access on these days are listed below. Many thanks in advance for your attention and cooperation.

Tanzeem Ajmiri
Orubba Almansouri
Sophia Bishop
Eva Dunsky
Fabian Escalona San Martin
Julia Goldstein
Eva Gordon Ryali
Debra Hilborn-Davis
Meechal Hoffman
Femi Lewis
Fedor Marchenko
Ivana Mellers
Karol Mejia
Melina Moore
Bradford Pelletier
Charles Rowe
Portia Seddon
Huda Tombul
Reid Vancelette
Bridget Woods
Ji Hyon (Kayla) Yuh
Haya Zuberi