



Weekly Facilities Memo

Monday, October 10 – Sunday, October 23, 2016

Room	Event	Date & Time	End Date	Contact Person
		<u>Monday, October 10</u>		
100 - Adjunct Support Rm	Office Hours – CDFS	4:00 p.m. – 5:00 p.m.	To 12/12/16	Randi Osburn
103A	Developers Club	12:00 p.m. – 1:30 p.m.		Nick Turney
444	Academic Program Review Meeting	2:30 p.m. – 4:00 p.m.		Amy Obegi
501	Office Hours	2:45 p.m. – 3:45 p.m.	To 12/12/16	Kathleen Callison
804	Teaching Apprentice	2:30 p.m. – 4:30 p.m.	To 12/19/16	Tracy Schneider
811	DE Meeting	2:30 p.m. – 4:00 p.m.		Carol Zadnik
902	Standard IV Committee Meeting	2:30 p.m. – 3:30 p.m. <i>Open @ 2:30p.m.</i>	To 12/19/16	Melissa Reeve
1421	Gamers Club Meeting	2:00 p.m. – 4:00 p.m.		Dena Hudson
1427	Various Club Meetings	2:00 p.m. – 4:00 p.m.	To 12/12/16	Lavonne Slaton
1400 Lobby	Bay Area Vegetarians	8:00 a.m. – 11:00 a.m.	<i>Will be walking on campus</i>	Dena Hudson
1400 Lobby	Poli Sci – Voter Registration Table	10:00 a.m. – 2:00 p.m. <i>Table/2 chairs between glass doors – west side</i>		Dena Hudson
1521	Math Club Meeting	2:00 p.m. – 3:00 p.m.	To 12/19/16	Corrine Kirkbride
1528	Office Hours	9:30 a.m. – 10:30 a.m.	To 12/16/16	Ashley Shimabuku
1528	Chemistry	6:00 p.m. – 7:30 p.m.	To 12/12/16	Mani Subramanian
1625	Office Hours – CDFS 038	5:30 p.m. – 6:00 p.m.	To 12/12/16	Randi Osburn
1646	Office Hours – CDFS 038	8:00 a.m. – 8:30 a.m.	To 12/14/16	Randi Osburn
1705	KINE 005JK	10:00 a.m. – 11:15 a.m.	To 12/14/16	Terri Pearson-Bloom
Gym	Open Badminton	7:00 p.m. – 9:00 p.m.	To 12/12/16	Rebecca Lum
Tennis Courts	USTA Tennis Tournament	10:00 a.m. – 6:30 p.m.	<i>All Courts</i>	Phil Cello
1877	Office Hours	12:45 p.m. – 1:45 p.m.	To 12/12/2016	Mike Pelletti
Under Eucalyptus Trees	Clubs Concession Sales	10:00 a.m. – 6:30 p.m.	<i>5 tables/10 chairs under trees</i>	Dena Hudson

445 Toolbox for Success
 501 Curriculum Committee
 Honeychurch Boardroom EEOC Training for ALG Members
 703 CSU Sacramento
 801 Teaching Mindfulness
 801 Teaching Students How to Win at College
 902 Nursing Curriculum
 Faculty/Staff Lounge Basic Skills Retreat
 Front half of Cafeteria Accreditation Palooza!
 Soccer Field Mendocino College vs. SCC
 Tennis Courts USTA Tennis Tournament
 Under Eucalyptus Trees Clubs Concession Sales
 Vallejo Center – Lobby Student Health Center – Nurse Outreach

Tuesday, October 11

Flex Cal – No Classes

1:30 p.m. – 3:00 p.m.
 1:30 p.m. – 4:00 p.m.
 10:00 a.m. – 11:30 a.m.
 6:30 p.m. – 9:20 p.m.
 10:00 a.m. – 11:30 a.m.
 1:00 p.m. – 2:30 p.m.
 10:00 a.m. – 2:00 p.m.
 10:00 a.m. – 2:00 p.m.
 8:30 a.m. – 4:00 p.m.
 4:00 p.m. – 7:00 p.m.
 10:00 a.m. – 6:30 p.m.
 10:00 a.m. – 6:30 p.m.
 3:00 p.m. – 6:00 p.m.

To 12/13/16
See JJ for setup
 To 12/22/16

Prep field
All Courts
5 tables/10 chairs under trees
1 table/2 chairs

Sal Abbate/Tina Abbate
 Curtiss Brown
 Mary Jones
 Veunta Dailey
 Dr. Seyana Mawusi
 Sharon Padilla-Alvarado
 Erin Craig
 Joshua Scott
 LaNae Jaimez
 Jeff Cardinal
 Phil Cello
 Dena Hudson
 Regina Huerls-Washington

103 ENGL
 103 CSU Application Workshop
 155 ECHS Meeting
 611 Accreditation Team Leaders
 Pam Keith Conference Rm. Management Meeting
 Honeychurch Boardroom EOC Training
 Honeychurch Boardroom College Governance Council Meeting
 Honeychurch Boardroom Accreditation Team Leaders
 701 Office Hours
 802 Office Hours
 806 Office Hours
 902 Assessment Committee Meeting
 1104 Office Hours
 1400 Lobby Open Mic
 1400 Lobby Poli Sci – Voter Registration Table
 1528 Office Hours
 1646 Office Hours – CDFS 038
 1705 KINE 005JK
 Pool Solano Aquatic Sea Otters – SASO
 Tennis Courts USTA Tennis Tournament
 1815 Solano Art Exhibit – Election
 Under Eucalyptus Trees Clubs Concession Sales

Wednesday, October 12

10:00 a.m. – 12:00 p.m.
 12:00 p.m. – 1:00 p.m.
 2:00 p.m. – 5:00 p.m.
 4:00 p.m. – 5:00 p.m.
 9:00 a.m. – 12:00 p.m.
 9:00 a.m. – 12:00 p.m.
 2:00 p.m. – 4:00 p.m.
 4:00 p.m. – 5:00 p.m.
 11:30 a.m. – 1:00 p.m.
 4:00 p.m. – 4:30 p.m.
 9:30 a.m. – 11:00 a.m.
 2:30 p.m. – 4:00 p.m.
 10:00 a.m. – 10:40 a.m.
 9:00 a.m. – 2:00 p.m. *1 table/2 chairs between restrooms*
 10:00 a.m. – 2:00 p.m. *Table/2 chairs between glass doors – west side*
 9:30 a.m. – 10:30 a.m.
 8:00 a.m. – 8:30 a.m.
 10:00 a.m. – 11:15 a.m.
 4:00 p.m. – 6:15 p.m.
 11:00 a.m. – 6:30 p.m.
 3:00 p.m. – 5:30 p.m.
 10:00 a.m. – 6:30 p.m.

To 12/14/16
See Jhay for setup
Large w/20 chairs
Large w/20 chairs
 To 12/14/16
 To 12/14/16
 To 12/16/16
Open @ 2:30p.m.
 To 12/14/16

1 table/2 chairs between restrooms
Table/2 chairs between glass doors – west side
 To 12/16/16
 To 12/14/16
 To 12/14/16
 To 12/22/16
All Courts

5 tables/10 chairs under trees

Sarah McKinnon
 Marcie McDaniels
 Eileen Amick
 Laurie Gorman
 Sandra Therrien
 Sandra Therrien
 Laurie Gorman
 Laurie Gorman
 Lisa Giambastiani
 David Lara
 Ashley Shimabuku
 Amy Obegi
 Michael Reilly
 Dena Hudson
 Dena Hudson
 Ashley Shimabuku
 Randi Osburn
 Terri Pearson-Bloom
 Ricky Silva
 Phil Cello
 Sarah Barsness
 Dena Hudson

Vacaville Center – Lobby Student Health Center – Nurse Outreach
 Vallejo Center – 125 Financial Aid - Smart Borrower Workshop
 Vallejo Center – 125 Financial Aid – Money Sense

Wednesday, October 12 (cont.)

3:00 p.m. – 6:00 p.m.
 2:30 p.m. – 4:00 p.m.
 4:00 p.m. – 5:00 p.m.

1 table/2 chairs

Regina Huerls-Washington
 Tracy Gross
 Tracy Gross

Thursday, October 13

103 ENGL
 155 ECHS Meeting
 414 Interviews for Tech Spec “Lead”
 414 DSP
 503 ENGL 001
 611 Fiscal Services Meeting
 703 CSU Sacramento
 710 French Club
 713 POLI SCI Study Session
 743 Office Hours
 743 Business Plan 101
 811 Local 39 Union Meeting
 902 Standard II Accreditation Meeting
 1421 Poli Sci Class
 1400 Quad Class Debates on Propositions
 1400 Lobby MSS Club Fundraiser – Coffee & Donuts
 1400 Lobby Poli Sci – Voter Registration Table
 1531 Factorathon
 1528 McGraw Hill Presentation for Math Faculty
 1625 CDFS 070
 1775 Men’s Basketball
 Pool Solano Aquatic Sea Otters – SASO
 Football Stadium Rugby Club
 Tennis Courts USTA Tennis Tournament
 1860 Office Hours
 Suisun Valley Front Lawn Calstar
 Under Eucalyptus Trees Clubs Concession Sales

10:00 a.m. – 12:00 p.m.
 2:00 p.m. – 5:00 p.m.
 8:00 a.m. – 4:00 p.m.
 4:00 p.m. – 5:00 p.m.
 6:00 p.m. – 8:00 p.m.
 9:00 a.m. – 12:00 p.m.
 6:30 p.m. – 9:20 p.m.
 11:15 a.m. – 12:00 p.m.
 3:45 p.m. – 4:30 p.m.
 5:30 p.m. – 6:00 p.m.
 6:00 p.m. – 9:00 p.m.
 3:30 p.m. – 4:30 p.m.
 1:30 p.m. – 3:30 p.m.
 10:00 a.m. – 11:30 a.m.
 11:30 a.m. – 12:45 p.m.
 9:00 a.m. – 2:00 p.m.
 10:00 a.m. – 2:00 p.m.
 1:00 p.m. – 2:00 p.m.
 1:00 p.m. – 2:00 p.m.
 5:00 p.m. – 5:45 p.m.
 3:30 p.m. – 4:30 p.m.
 4:00 p.m. – 6:15 p.m.
 3:30 p.m. – 5:30 p.m.
 11:00 a.m. – 6:30 p.m.
 11:15 a.m. – 11:45 a.m.
 5:00 p.m. – 6:00 p.m.
 10:00 a.m. – 6:30 p.m.

Open @ 6p.m.

To 12/19/16

To 12/22/16

To 12/15/16

To 12/22/16

To 10/20/16

To 12/15/16

2 tables/6 chairs near Kiosk

Table/2 chairs between restrooms

Table/2 chairs between glass doors – west side

To 12/15/16

To 12/15/16

To 12/22/16

To 12/08/16

All Courts

To 12/15/16

Helicopter landing-front lawn by Suisun Valley Rd.

5 tables/10 chairs under trees

Sarah McKinnon
 Eileen Amick
 Kimo Calilan
 Sidne Parker
 Nathan Connolly
 Laura Convento
 Veunta Dailey
 Lorna Marlow-Munoz
 Joel Powell
 Steven Federle
 Melissa Pegg
 Connie Barron-Griffin
 Saki Cabrera
 Joel Powell
 Dena Hudson
 Dena Hudson
 Dena Hudson
 Corrine Kirkbride
 Brett Miller
 Barry Bussewitz
 John Nagle
 Ricky Silva
 Alison Aubert
 Phil Cello
 Kurt Roggli
 John Zimmerman
 Dena Hudson

Friday, October 14

103 COUN 050
 135 Basic Skills Meeting
 155 City of Vacaville
 307 BIO 005

9:00 a.m. – 12:00 p.m.
 12:00 p.m. – 1:30 p.m.
 10:00 a.m. – 12:30 p.m.
 10:30 a.m. – 1:00 p.m.

Kelly Cadungug
 Joshua Scott
 Eileen Amick
 James Long

414 Admissions & Records Meeting
 502 Typing Test Certificate
 Honeychurch Boardroom Academic Senate Area B Meeting
 710 French Club
 1421 AGS Meeting
 1400 Lobby Poli Sci – Voter Registration Table
 Faculty/Staff Lounge Bay Valley Conference
 1528 Office Hours
 1779 Martial Arts Class
 Pool Solano Aquatic Sea Otters – SASO
 Soccer Field Napa College vs. SCC
 Tennis Courts USTA Tennis Tournament
 Under Eucalyptus Trees Clubs Concession Sales
 Vallejo Center – 125 Assessment Testing

302 PHYS 002
 801, 806 Adult, Child, Infant CPR
 801, 806 First Aid
 1303 ART 021 & ART 022
 Tennis Courts Cello Tennis
 Old Football Practice Field Northern California Whippet Club
 1815 PHOTO 154
 Under Eucalyptus Trees Clubs Concession Sales
 Vacaville Center – 118 HIST 017
 Vacaville Center – 207 PHIL 003
 Vacaville Center – 212 ASTR 010
 Vacaville Center – 214 PSYC 001
 Vacaville Center – 215 ENGL 001
 Vacaville Center – 218 COMM 001
 360 Campus Lane THEA 024

Front half of Cafeteria C.N.A Graduation Ceremony
 Tennis Courts Cello Tennis
 Old Football Practice Field Northern California Whippet Club
 Under Eucalyptus Trees Clubs Concession Sales

Friday, October 14 (cont.)

2:30 p.m. – 4:00 p.m. To 10/21/16 Nancy Blanc
 12:00 p.m. – 3:30 p.m. *No fees for test/bring a form of ID with photo* Pat Ceja
 8:00 a.m. – 5:00 p.m. *See Jhay for setup / lot 2 designated parking* Michael Wyly
 11:00 a.m. – 12:00 p.m. To 12/16/16 Lorna Marlow-Munoz
 1:30 p.m. – 2:30 p.m. Dena Hudson
 10:00 a.m. – 2:00 p.m. *Table/2 chairs between glass doors – west side* Dena Hudson
 8:00 a.m. – 1:00 p.m. *Table setup in “U” shape/40 chairs/ food tables* Claire Gover
 9:30 a.m. – 10:30 a.m. To 12/16/16 Ashley Shimabuku
 12:00 p.m. – 3:00 p.m. *Open @ 12p.m.* To 12/16/16 Aaron Rivera
 4:00 p.m. – 6:00 p.m. To 12/22/16 Ricky Silva
 4:00 p.m. – 7:00 p.m. *Prep field* Jeff Cardinal
 10:00 a.m. – 4:30 p.m. *All Courts* Phil Cello
 10:00 a.m. – 4:30 p.m. *5 tables/10 chairs under trees* Dena Hudson
 9:00 a.m. – 11:30 a.m. *Appointments online/SCC ID/Photo ID required* John Siefert

Saturday, October 15

8:00 a.m. – 8:50 a.m. To 12/18/16 Darwin Ho
 8:00 a.m. – 12:00 p.m. *Open @ 8a.m.* McKeown/Graham
 1:00 p.m. – 4:30 p.m. *Re-secure @ 4:30p.m.* McKeown/Graham
 9:00 a.m. – 2:50 p.m. To 12/18/16 Abigail Rubenstein
 12:00 p.m. – 4:00 p.m. *Courts 7-12* Phil Cello
 8:00 a.m. – 3:00 p.m. *Mow field* Jean Balint/Kathy Kelly
 9:00 a.m. – 1:50 p.m. To 12/18/16 Richard Mariani
 10:00 a.m. – 6:30 p.m. *5 tables/10 chairs under trees* Dena Hudson
 9:00 a.m. – 11:50 a.m. To 12/18/16 Christopher Collins
 9:00 a.m. – 11:50 a.m. To 12/18/16 Stephen Orr
 9:00 a.m. – 11:50 a.m. To 12/18/16 Zachary Hannan
 9:00 a.m. – 11:50 a.m. To 12/18/16 Maria Regalado
 8:00 a.m. – 11:50 a.m. To 12/18/16 Carlene Coury
 9:00 a.m. – 11:50 a.m. To 12/16/18 John Perez
 6:30 p.m. – 8:35 p.m. To 11/20/16 Christine Main-Sendlakowski

Sunday, October 16

10:00 a.m. – 4:00 p.m. *Setup required/2 custodians x 4 hrs. ea. for cleanup* Myra Kargbo
 12:00 p.m. – 4:00 p.m. *Courts 7-12* Phil Cello
 8:00 a.m. – 3:00 p.m. *Mow field* Jean Balint/Kathy Kelly
 12:00 p.m. – 4:00 p.m. *5 tables/10 chairs under trees* Dena Hudson

<u>Monday, October 17</u>			
103A	Developers Club	12:00 p.m. – 1:30 p.m.	Nick Turney
414	Clothes 4 Hope Club	11:00 a.m. – 12:20 p.m.	Michelle Smith
Honeychurch Boardroom	Pre-Submission Meeting for 2 RFPs	10:00 a.m. – 11:00 a.m.	Laura Scott
Honeychurch Boardroom	Academic Senate	3:00 p.m. – 5:00 p.m.	Michael Wyly
1400 Lobby	Poli Sci – Voter Registration Table	10:00 a.m. – 2:00 p.m.	Dena Hudson
1877	Horticulture Club Meeting	5:00 p.m. – 9:00 p.m.	Ken Williams
Vallejo Center – 204	Superintendent/President Meeting w/Trustees	10:00 a.m. – 11:00 a.m.	Sandra Therrien
<i>See JJ for setup Large w/20 chairs Table/2 chairs between glass doors – west side Open @ 5p.m.</i>			
<u>Tuesday, October 18</u>			
103	EMT Testing	10:30 a.m. – 11:30 a.m.	EMT Faculty
Honeychurch Boardroom	Presentation Rehearsal	11:00 a.m. – 1:00 p.m.	Sandra Therrien
1400 Lobby	Poli Sci – Voter Registration Table	10:00 a.m. – 2:00 p.m.	Dena Hudson
Back 1/2 Café/Studio G	THEA 24	7:00 p.m. – 10:00 p.m.	Christine Mani
<i>No setup required Table/2 chairs between glass doors – west side</i>			
<u>Wednesday, October 19</u>			
611	Hiring Committee – Candidate Screening	2:00 p.m. – 4:00 p.m.	Laura Convento
Honeychurch Boardroom	Fiscal Advisory Committee Meeting	2:00 p.m. – 4:00 p.m.	Laura Convento
Honeychurch Boardroom	Standard 4 Discussion	5:00 p.m. – 6:30 p.m.	Sandra Therrien
Honeychurch Boardroom	Governing Board Meeting	6:30 p.m. – 9:30 p.m.	Sandra Therrien
1400 Lobby	Poli Sci – Voter Registration Table	10:00 a.m. – 2:00 p.m.	Dena Hudson
Back 1/2 Café/Studio G	THEA 24	7:00 p.m. – 10:00 p.m.	Christine Mani
1638	ECHS Program – PSAT Tests	10:30 a.m. – 1:30 p.m.	Eileen Amick
1737	Transfer Workshop	12:00 p.m. – 1:00 p.m.	Claire Gover
Gym	Los Medanos College vs. SCC	6:00 p.m. – 9:00 p.m.	Darla Williams
<i>Large w/20 chairs Audience style – setup the same as board night Audience style Table/2 chairs between glass doors – west side</i>			
<u>Thursday, October 20</u>			
414	Hiring Committee Meeting	3:00 p.m. – 4:00 p.m.	Khadijah Adjabeng
414	2+1 STEM Scholar Planning Meeting	4:00 p.m. – 5:00 p.m.	Genele Rhoads
443	DSP	4:00 p.m. – 5:00 p.m.	Sidne Parker
506	Financial Aid – Smart Borrower Workshop	5:30 p.m. – 7:00 p.m.	Tracy Gross
611	Fiscal Services Meeting	9:00 a.m. – 12:00 p.m.	Laura Convento
Honeychurch Boardroom	Science Building Design Build Interviews	7:30 a.m. – 3:30 p.m.	Laura Scott
811	Psychology Department	2:30 p.m. – 4:00 p.m.	Sabine Bolz
902	PDFC Committee Meeting	2:30 p.m. – 4:00 p.m.	LaNae Jaimez
1400 Lobby	Poli Sci – Voter Registration Table	10:00 a.m. – 2:00 p.m.	Dena Hudson
Back 1/2 Café/Studio G	THEA 24	7:00 p.m. – 10:00 p.m.	Christine Mani
Vacaville Center – Lobby	Financial Aid Early Submission	10:30 a.m. – 1:00 p.m.	Tracy Gross
<i>To 12/19/16 2 rows of 4 tables 10' apart/10 chairs each row Table/2 chairs between glass doors – west side 6 long tables setup near electrical outlets</i>			

<u>Friday, October 21</u>				
414	Admissions & Records Meeting	2:30 p.m. – 4:00 p.m.	To 10/21/16	Nancy Blanc
502	Typing Test Certificate	12:00 p.m. – 3:30 p.m.	<i>No fees for test/bring a form of ID with photo</i>	Pat Ceja
502	Typing Test Certificate	12:00 p.m. – 3:30 p.m.	<i>No fees for test/bring a form of ID with photo</i>	Pat Ceja
503	CTE Division Meeting	9:30 a.m. – 12:00 p.m.		Sal Abbate
Honeychurch Boardroom	Senate Sponsored Brown Bag Lunch/Lecture	11:30 a.m. – 1:30 p.m.	<i>See JJ for setup</i>	LaNae Jaimez
705	BIO 015	10:50 a.m. – 11:20 a.m.		Michelle Smith
713	School of Social & Behavioral Sciences Mtg,	9:30 a.m. – 11:30 a.m.		Janet Leary
801	Human Collective Meeting	11:30 a.m. – 2:00 p.m.		Saki Cabrera
902	Human Collective Meeting	10:30 a.m. – 11:30 a.m.	<i>Open @ 10:30a.m.</i>	Saki Cabrera
1301	Liberal Arts School Meeting	10:30 a.m. – 12:00 p.m.		Donna Meyer
1400 Lobby	Poli Sci – Voter Registration Table	10:00 a.m. – 2:00 p.m.	<i>Table/2 chairs between glass doors – west side</i>	Dena Hudson
Faculty/Staff Lounge	Chili Cook-Off	9:00 a.m. – 2:00 p.m.	<i>Dining room style setup w/food tables along wall</i>	Donna Meyer
1746	Kinesiology Meeting	9:00 a.m. – 10:30 a.m.		Robert Gabriel
Back ½ Café/Studio G	THEA 24	6:00 p.m. – 9:00 p.m.		Christine Mani
Gym	Hartnell College vs. SCC	4:30 p.m. – 7:30 p.m.		Darla Williams

<u>Saturday, October 22</u>				
302	PHYS 002	8:00 a.m. – 8:50 a.m.	To 12/18/16	Darwin Ho
505	Assessment/Orientation	8:30 a.m. – 2:00 p.m.	<i>Please open @ 8:30a.m. /Appointments required</i>	Sal Abbate
1301	Celia Sandel. MS	9:00 a.m. – 12:00 p.m.	<i>Please open @ 9a.m. & re-secure @ 12p.m.</i>	Celia Sandel, MS
1303	ART 021 & ART 022	9:00 a.m. – 2:50 p.m.	To 12/18/16	Abigail Rubenstein
Gym	Volleyball Clinic	9:00 a.m. – 11:00 a.m. & 12-2p.m.	<i>2 hours custodial</i>	Darla Williams
Tennis Courts	Cello Tennis – Solano Open	6:00 a.m. – 8:00 p.m.	<i>Courts 7-12</i>	Phil Cello
1815	PHOTO 154	9:00 a.m. – 1:50 p.m.	To 12/18/16	Richard Mariani
Vacaville Center – 118	HIST 017	9:00 a.m. – 11:50 a.m.	To 12/18/16	Christopher Collins
Vacaville Center – 207	PHIL 003	9:00 a.m. – 11:50 a.m.	To 12/18/16	Stephen Orr
Vacaville Center – 212	ASTR 010	9:00 a.m. – 11:50 a.m.	To 12/18/16	Zachary Hannan
Vacaville Center – 214	PSYC 001	9:00 a.m. – 11:50 a.m.	To 12/18/16	Maria Regalado
Vacaville Center – 215	ENGL 001	8:00 a.m. – 11:50 a.m.	To 12/18/16	Carlene Coury
Vacaville Center – 218	COMM 001	9:00 a.m. – 11:50 a.m.	To 12/16/18	John Perez
360 Campus Lane	THEA 024	6:30 p.m. – 8:35 p.m.	To 11/20/16	Christine Main-Sendlakowski

<u>Sunday, October 23</u>				
Back 1/2 Café/Studio G	THEA 24	7:00 p.m. – 10:00 p.m.		Christine Mani
Tennis Courts	Cello Tennis – Solano Open	6:00 a.m. – 7:00 p.m.	<i>Courts 7-12</i>	Phil Cello