



WEEKLY FACILITIES MEMO

October 15, 2018 – October 21, 2018

| Monday – October 15, 2018 | | | | | |
|---------------------------|------------------------|---------------|-------------------------|----------|-------------------|
| Room | Event | Time | Facilities Instructions | End Date | Contact |
| 130 | English Lecture | 10:15a-12:20p | | 12/10/18 | Samantha Shubrock |
| 438 | DACA | 11:00a-12:30p | | | Ricardo Mejia |
| Boardroom | Academic Senate | 3:00p-5:00p | Large w/20 chairs | | Sheila Kaushal |
| 803 | Tutoring Wrkshp | 2:00p-4:00p | | 12/10/18 | Janet Schwartz |
| 812 | NURS Lecture Makeup | 8:00a-12:00p | | | Janet Schwartz |
| 902 | Guided Pathway Wrkshp | 12:00p-1:00p | | | Michael Wylly |
| 1263 | K-Pop/K-Media | 3:00p-4:00p | | 12/10/18 | Donna Meyer |
| Fac./Staff Lounge | Tutoring Wrkshp | 9:00a-11:00a | | 12/10/18 | Janet Schwartz |
| Theater | Cal Grant Presentation | 9:00a-12:00p | | | Craig Scharfen |
| Gym | Badminton | 7:15p-9:15p | | 12/10/18 | Becky Lim |
| Pool | SASO | 4:00p-6:30p | | | Ricky Silva |
| Tennis Courts | CITA Tennis | 7:00a-9:00p | | 12/31/18 | Phil Cello |

| Tuesday – October 16, 2018 | | | | | |
|-------------------------------|------------------------------|--------------|-------------------------|----------|--------------------------|
| Room | Event | Time | Facilities Instructions | End Date | Contact |
| 504 | Curriculum & Tech Review Mtg | 1:30p-3:30p | | 12/19/18 | Lisa Abbot |
| 705 | Bilingual Ed. | 6:30p-9:30p | | 12/21/18 | Sheila Smith |
| 803 | Exam | 4:00p-6:00p | | | Saki Cabrera |
| 1400 (Lobby) | Health Ed. Weekly Outreach | 12:30p-2:30p | | | Regina Huerls-Washington |
| Cafeteria & Fac./Staff Lounge | SCC Fall Scholarship Awards | 7:00p-9:00p | Setup emailed 10/12/18 | | Eileen Amick |
| 1538 | Math Meeting | 1:00p-2:00p | | | Dani Gonzalez |
| Gym | Norcal Blaze | 6:00p-8:30p | | 12/31/18 | Teryl Morrison |
| Pool | SASO | 6:00a-7:00a | | | Ricky Silva |
| Pool | SASO | 4:00p-6:30p | | | Ricky Silva |
| 1775 | Women's Soccer | 2:00p-3:00p | | 12/19/18 | Jeff Cardinal |
| Softball Field | Norcal Firecrackers | 5:00p-8:00p | | 11/01/18 | James Kilgore |
| Vallejo Center | Costco Training | 8:00a-12:00p | | | Jackie Carias |
| Tennis Courts | CITA Tennis | 7:00a-9:00p | | 12/31/18 | Phil Cello |



WEEKLY FACILITIES MEMO

October 15, 2018 – October 21, 2018

| Wednesday – October 17, 2018 | | | | | |
|------------------------------|----------------------------|---------------|----------------------------|----------|--------------------------|
| Room | Event | Time | Facilities Instructions | End Date | Contact |
| 130 | English Lecture | 10:15a-12:20p | | 12/12/18 | Samantha Shubrook |
| Transfer Center | Puente Mixer | 5:00p-7:00p | Set up emailed 10/10/18 | | Rebecca Lacount |
| 414 | Women's Bible Study Mtg. | 12:15p-1:15p | | 12/19/18 | Amy Dauffenbach |
| 438 | DACA | 12:00p-3:00p | | | Puente Center |
| 501 | Office Hours | 5:30p-6:00p | | | Kathleen Callison |
| Boardroom | Management Mtg. | 9:00a-12:00p | | 12/19/18 | Sandra Therrien |
| 803 | CSEA Chpt. 21 Mtg. | 2:00p-3:00p | | | Janet Schwartz |
| 811 | Sonoma State Info Session | 6:00p-7:00p | | | Shirley Lewis |
| 902 | Assessment Mtg. | 3:30p-5:00p | | | Amy Obegi |
| Pool | SASO | 4:00p-6:30p | | | Ricky Silva |
| 1775 | Women's Soccer | 2:00p-3:00p | | 12/12/18 | Jeff Cardinal |
| 1819 | OCED 090/091 | 12:00p-1:00p | | 12/05/18 | Julene Calvo |
| 1819 | OCED 090/091 | 5:00p-6:00p | | 12/05/18 | Julene Calvo |
| 1877 | Office Hours | 12:15p-12:45p | | 12/19/18 | David Lara |
| Vallejo Center (Lobby) | Health Ed. Weekly Outreach | 9:30a-12:30p | | | Regina Huerls-Washington |
| Tennis Courts | CITA Tennis | 7:00a-9:00p | | 12/31/18 | Phil Cello |

| Thursday – October 18, 2018 | | | | | |
|-----------------------------|--------------------------|--------------|-------------------------|----------|-----------------|
| Room | Event | Time | Facilities Instructions | End Date | Contact |
| 414 | PDFC Meeting | 2:30p-4:00p | | | Michelle Smith |
| 414 | DSP Jumpstart | 4:00p-5:30p | | | Sidne Parker |
| 446 | TAP Program | 4:00p-6:00p | | 12/13/18 | Emily Wade |
| 438 | DACA | 12:00p-1:30p | | | Puente Center |
| 705 | Cognitive Development | 6:30p-9:00p | | 12/13/18 | Sheila Smith |
| 804 | Office Hours | 5:30p-6:00p | | 12/14/18 | Virginia Huff |
| 804 | Office Hours | 8:50p-9:20p | | 12/15/18 | Virginia Huff |
| 902 | Guided Pathway Wrkshp | 2:00p-3:00p | | | Michael Wylly |
| 1263 | K-Pop/K-Media | 12:30p-1:00p | | 12/13/18 | Donna Meyer |
| 1528 | Dept. Scheduling Meeting | 1:00p-2:00p | | 12/13/18 | Will Martinelli |
| Pool | SASO | 6:00a-7:00p | | | Ricky Silva |
| Pool | SASO | 4:00p-6:30p | | | Ricky Silva |
| Tennis Courts | CITA Tennis | 7:00a-9:00p | | 12/31/18 | Phil Cello |



WEEKLY FACILITIES MEMO

October 15, 2018 – October 21, 2018

| Friday – October 19, 2018 | | | | | |
|-----------------------------|---------------------------------|---------------|---------------------------|----------|---------------------|
| Room | Event | Time | Facilities Instructions | End Date | Contact |
| 414 | Counseling Mtg. | 11:30-1:30p | | | Kristin Conner |
| 414 | Counseling Mtg. | 1:30p-2:00p | | | Robin Perrett-Ashby |
| 443 | ECHS Counselor/ Student Mtg. | 10:00a-11:50a | | 12/21/18 | John Pizzo |
| 444 | Adult Ed. ESL Stakeholders | 9:00a-11:00a | | | Melissa Reeve |
| 502 | Typing Test Cert. | 11:00a-3:30p | | 12/07/18 | Patricia Ceja |
| Boardroom | Fall Bay Valley Conf. Mtg. | 8:00a-1:30p | *See Note 1 | | Claire Gover |
| Boardroom | Guided Pathways Steering Cmtee. | 1:30p-3:00p | | | Michael Wyly |
| 713 | School Meeting | 9:00a-12:00p | | | Janet Leary |
| 743 | School Meeting | 9:00a-12:00p | | | Janet Leary |
| 811 | Human Collective Club Meeting | 12:00p-2:00p | | | Saki Cabrera |
| 902 | Psych Meeting | 12:00p-2:00p | | | Saki Cabrera |
| Fac./Staff Lounge | 2018' Fin. Ed. Forum-Cal Grant | 8:00a-12:30p | Setup emailed 10/12/18 | | Eileen Amick |
| Pool | SASO | 4:00p-6:30p | | | Ricky Silva |
| 1779 | Early College | 1:00p-3:00p | | | John Pizzo |
| Old Football Practice Field | NPHC 5k/Run-(Setup) | 4:00p-6:00p | Please do not water grass | | Aleisha Dobbins |
| Tennis Courts | CITA Tennis | 7:00a-9:00p | | 12/31/18 | Phil Cello |

*Note 1: Enclosed rectangle with chairs facing inward, seating for 30 people. Food table at one side of the room.

| Saturday – October 20, 2018 | | | | | |
|-----------------------------|-----------------------|--------------|--------------------------------|----------|------------------|
| Room | Event | Time | Facilities Instructions | End Date | Contact |
| 308 | TV 50 | 9:00a-12:00p | | 12/15/18 | Whitney Skillman |
| 504 | Bus 005 | 9:00a-12:30p | | 12/8/18 | Jill Crompton |
| 505 | Acct. 001 | 9:00a-12:50p | | 12/8/18 | Jill Crompton |
| 1600 bldg | Intro/Public Speaking | 9:00a-11:50a | | 12/16/18 | Donna Meyer |
| Gym | VB Clinic | 9:00a-2:00p | | | Darla Williams |
| Gym | Bayarea FilAm BB | 7:00p-9:00p | | | Ron Suaiso |
| Old Football Practice Field | NPHC 5k-Run | 6:00a-12:00p | Needs 3hrs grounds after event | | Aleisha Dobbins |
| Tennis Courts | CITA Tennis | 7:00a-9:00p | | 12/31/18 | Phil Cello |



WEEKLY FACILITIES MEMO

October 15, 2018 – October 21, 2018

| Sunday – October 21, 2018 | | | | | |
|---------------------------|---------------------|--------------|--------------------------------|----------|----------------|
| Room | Event | Time | Facilities Instructions | End Date | Contact |
| Lot 7 | SASO 5k | 7:00a-1:00p | Needs 3hrs grounds after event | | Lisa Strong |
| Gym | Norcal Blaze | 3:00p-6:00p | | 12/31/18 | Teryl Morrison |
| Gym | Bayarea FilAm BB | 7:00p-9:00p | | | Ron Suaiso |
| Softball Field | Norcal Firecrackers | 11:00a-4:00p | | 10/28/18 | James Kilgore |
| Tennis Courts | CITA Tennis | 7:00a-9:00p | | 12/31/18 | Phil Cello |