



WEEKLY FACILITIES MEMO

October 8, 2018 – October 14, 2018

Monday - October 8, 2018					
Room	Event	Time	Facilities Instructions	End Date	Contact
103	English Lecture	10:15am-12:20pm		12/10/18	Samantha Shubrock
704	ASL 1 Class reassignment	2:45pm-5:00pm			Rafael Rovira
736	Class reassignment	11:00am-12:15			Rafael Rovira
803	Tutoring Workshops	2:00pm - 4:00pm		12/10/18	Janet Schwartz
812	1st Year Nursing Test	8:00am-10:00am			Janet Schwartz
902	Program Review Committee	2:30pm-4:00pm	Open room		Ferdinanda Florence
1001	Horticulture Club	6:00pm-9:00pm			Kelsi Mundell
1263	K-Pop/K-Media	3:00pm - 4:00pm		12/10/18	Donna Meyer
Faculty/Staff Lounge	Tutoring Workshops	9:00am-11:00am		12/10/18	Janet Schwartz
1746	ASL 1 Class reassignment	9:30am-10:50am			Rafael Rovira
Gym	Badminton	7:15pm-9:15pm		12/10/18	Becky Lim
Pool	Solano Aquatic Sea Otters	4:00pm-6:30pm			Ricky Silva
Pool	Armijo High School Water Polo	4:00pm-6:30pm			Rachel Henson
Tennis Courts	The US Tennis Association Pro Challenger	10:00am-6:00pm			Rafael Rovira
VVCTR (Rm. 138)	Vacaville Homestay Program	8:30am-12:00pm	Set up seating for 15		Jim Eubanks



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Tuesday - October 9, 2018					
Room	Event	Time	Facilities Instructions	End Date	Contact
103A	Office 365	10:00-10:50am			Michelle Smith
414	EOPS Team Meeting	1:30pm-5:00pm			Jourdan Terry-Hillard
414	Student Study Habits & OER	2:00pm-2:50pm			Michelle Smith
443	On Course	11:00-11:50am			Michelle Smith
443	So this is PD	3:00pm-3:50pm			Michelle Smith
445	District retirement incentive	11:00-11:50am			Michelle Smith
445	Working Together to Wake Students	2:00pm-3:20pm			Michelle Smith
446	New Student Centered Funding Formula	9:00am-9:50am			Michelle Smith
504	Chemistry Dept Meeting	9:00am-11:50am			Michelle Smith
504	Curriculum & Tech Review Meeting	1:30pm-3:30pm		12/19/18	Lisa Abbot
610	AS Office Hour	10:00-10:50am			Michelle Smith
701	Staging Reality, Chapter 2	1:00pm-2:20pm			Michelle Smith
705	Intro to Guided Pathways at Solano	9:00am-10:20am			Michelle Smith
705	Guided Pathways Update	10:30-11:50am			Michelle Smith
705	Guided Pathways Webinar	12:30pm-1:30pm			Michelle Smith
705	Bilingual Education	6:30pm-9:30pm		12/21/18	Sheila Smith
705	Exploring Guided Pathways	4:00pm-5:30pm			Michelle Smith
736	Assessing Ethics: RT Discussion	1:00pm-2:20pm			Michelle Smith
743	PLO Mapping in Meta	10:00-10:50am			Michelle Smith
743	Inputting SLO Assessments	11:00-11:50am			Michelle Smith
902	E-Board Meeting	3:00pm-4:00pm			Janet Schwartz
Honeychurch Boardroom	Reducing Implicit Bias: Transfer of learning	8:00am-11:50am			Michelle Smith
Faculty/Staff Lounge	Student Equity & Success Committee	12:00pm-3:00pm			Michelle Smith
Gym	Norcal Blaze	6:00pm-8:30pm			Teryl Morrison
Pool	Solano Aquatic Sea Otters	6:00am-7:00am			Ricky Silva



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Tuesday - October 9, 2018 continued....

Pool	Solano Aquatic Sea Otters	4:00pm-6:30pm			Ricky Silva
1775	Women's Soccer Training	2:00pm - 3:00pm		12/19/18	Jeff Cardinal
Tennis Courts	The US Tennis Association Pro Challenger	10:00a-6:00pm			Rafael Rovira
Softball Field	Norcal Firecrackers	5:00pm-8:00pm		11/01/18	James Kilgore
VVCTR (Rm. 138)	Vacaville Homestay Program	8:30am-12:00pm	Set up seating for 15		Jim Eubanks
VVCTR Multipurpose & various classroom	Solano County Math Steeple	7:30am-2:00pm	*See "Note 1"		Genele Rhoads

*Note 1: In the multipurpose room they need all the circular tables and chairs setup. They will also need 3 long rectangular tables setup near the front of the room to hold food.



WEEKLY FACILITIES MEMO

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Wednesday - October 10, 2018					
Room	Event	Time	Facilities Instructions	End Date	Contact
130	English Lecture	10:15am-12:20pm		12/12/18	Samantha Shubbrook
308	Campus Cat Coalition	12:00pm-1:00pm			Nedra Park
414	Women's Bible Study Fellowship Club Mtg.	12:15pm-1:15pm		12/19/18	Amy Dauffenbach
431	EOPS Student w/transer Application	10:30am-12:00pm			Kamber St. Maria
501	Office Hours	5:30pm-6:00pm		12/19/18	Kathleen Callison
611	Touro University Meeting	4:30pm-8:30pm			Celia Esposito-Noy
704	ASL 1 Class reassignment	2:45pm-5:00pm			Rafael Rovira
736	Class reassignment	11:00am-12:15			Rafael Rovira
Honeychurch Boardroom	Management Meeting	9:00am-12:00pm		12/19/18	Sandra Therrien
Honeychurch Boardroom	College Governance Meeting	3:00pm-4:00pm			Laurie Gorman
1633	Child Development Advisory Meeting	3:30pm-6:00pm			Amy Obegi
1746	ASL 1 Class reassignment	9:30am-10:50am			Rafael Rovira
Pool	Solano Aquatic Sea Otters	4:00pm-6:30pm			Ricky Silva
Pool	Armijo High School Water Polo	4:00pm-6:30pm			Matthew Powell
1755	Women's Soccer	2:00pm-3:00pm		12/12/18	Jeff Cardinal
1819	OCED 090 / 091	12:00pm-1:00pm		12/05/18	Julene Calvo
1819	OCED 090 / 091	5:00pm-6:00pm		12/05/18	Julene Calvo
1877	Office Hours	12:15pm-12:45pm		12/19/18	David Lara
Tennis Courts	The US Tennis Association Pro Challenger	10:00a-6:00pm			Rafael Rovira
VVCTR (Rm. 138)	Vacaville Homestay Program	8:30am-12:00pm	Set up seating for 15		Jim Eubanks



WEEKLY FACILITIES MEMO

October 8, 2018 – October 14, 2018

Thursday - October 11, 2018					
Room	Event	Time	Facilities Instructions	End Date	Contact
414	DSP Jumpstart	4:00pm-5:30pm			Sidne Parker
431	EOPS Student w/transer Application	10:30am-12:00pm			Kamber St. Maria
445	Smart Borrower Workshop	4:00pm-5:00pm			Antoinette Troupe-Gardner
446	TAP Program	4:00pm-6:00pm		12/13/18	Emily Wade
503	eTeachers	2:00pm-3:00pm			Mark Berrett
705	Cognitive Development	6:30pm-9:30pm		12/13/18	Sheila Smith
801	Class reassignment	11:00am-12:20pm			Rafael Rovira
804	Office Hours	5:30pm-6:00pm		12/14/18	Virginia Huff
804	Office Hours	8:50pm-9:20pm		12/15/18	Virginia Huff
1400 Lobby	Student Health Center	10:00am-2:00pm			Regina Huerls-Washington
1263	K-Pop / K-Media	12:30pm-1:00pm		12/13/18	Donna Meyer
1528	Departmental Scheduling Mtg.	1:00pm-2:00pm		12/13/18	Will Martinelli
Pool	Solano Aquatic Sea Otters	6:00am-7:00am			Ricky Silva
Pool	Solano Aquatic Sea Otters	4:00pm-6:30pm			Ricky Silva
Tennis Courts	The US Tennis Association Pro Challenger	10:00a-6:00pm			Rafael Rovira



WEEKLY FACILITIES MEMO

October 8, 2018 – October 14, 2018

Friday - October 12, 2018					
Room	Event	Time	Facilities Instructions	End Date	Contact
443	ECHS Counselor/Student Meeting	10:00am-11:50am		12/21/18	John Pizzo
501	Virtual Enterprise Business Training	8:30am-3:30pm			Maire Morinec
502	Typing Test Certificate	11:00am-3:30pm		12/07/18	Patricia Ceja
503	Virtual Enterprise Business Training	8:30am-3:30pm			Maire Morinec
505	Virtual Enterprise Business Training	8:30am-3:30pm			Maire Morinec
506	Virtual Enterprise Business Training	8:30am-3:30pm			Maire Morinec
811	HMBP Training	7:00am-10:00pm			Jeff Lehfeltdt
Cafeteria	Nor Cal-Bay Area Student Leadership Training	8:30am-1:30pm			Jill Crompton
Cafeteria	CCPLS Mixer	2:00-4:00pm	Setup will be emailed		Rischa Slade
Faculty/Staff Lounge	Partnership in Higher Education Meeting	9:00am-12:00pm			Anthony Ayala
Pool	Armijo HS Water Polo Practice	4:00pm-6:30pm			Michelle Henson
Pool	Solano Aquatic Sea Otters	4:00pm-6:30pm			Ricky Silva
Tennis Courts	The US Tennis Association Pro Challenger	10:00a-6:00pm			Rafael Rovira



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Saturday - October 13, 2018					
Room	Event	Time	Facilities Instructions	End Date	Contact
308	TV 50	9:00am-12:00pm		12/15/18	Whitney Skillman
Transfer Center	Geneology Workshop	12:00pm-4:00pm	*See "Note 2"		Thomas Trujillo
504	Bus 005	9:00am-12:30pm		12/8/18	Jill Crompton
505	Acct. 001	9:00am-12:50pm		12/8/18	Jill Crompton
1600 Bldg	Intro/Public Speaking	9:00am-11:50am	Open room	12/16/18	Donna Meyer
Pool/Locker Rooms	Fundraising Event	8:00am-5:00pm			Alison Aubert
Tennis Courts (10-12)	CITA Tennis	7:00am -9:00am			Phil Cello
Grass Strip by Bldg 1000 & 1900	River City Racing Assoc	6:15pm-9:00pm			Jean Balint
Old Football Practice Field	Sierra Slopes	8:00am-4:00pm			Jean Balint
VJOCTR Room 133	Pathways to Interpreting Workshop	1:00pm-3:00pm			Shirley Lewis

Sunday - October 14, 2018					
Room	Event	Time	Facilities Instructions	End Date	Contact
Tennis Courts	The US Tennis Association Pro Challenger				
Gym	Norcal Blaze	3:00pm-6:00pm		12/31/18	Teryl Morrison
Grass Strip by Bldg 1000 & 1900	River City Racing Assoc	8:00am-4:00pm			Jean Balint
Softball Field	Norcal Firecrackers	11:00am-4:00pm		10/28/18	James Kilgore
Old Football Practice Field	Sierra Slopes	8:00am-4:00pm			Jean Balint

*Note 2: Open wall Friday night & close first thing Monday morning