



## WEEKLY FACILITIES MEMO

### November 11, 2019 – November 17, 2019

**Monday – November 11, 2019 (Veteran's Day)**

**Campus closed due to the holiday.**

Room	Event	Time	Facilities Instructions	End Date	Contact
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**Tuesday – November 12, 2019**

Room	Event	Time	Facilities Instructions	End Date	Contact
Vallejo Room 215	SISN meeting	2:00p-4:00p			Damany Fisher
431	Office Hours	10:00a-11:00a		12/11/19	Kelvin Cheah
446	Student Services Workgroups	1:45p-3:30p			Kristen Conner
503	Lab Activity	8:00a-10:50a		12/15/19	Jill Crompton
611	Meeting	1:00p-3:00p			Shannon Beckham
705	CHDV 123	6:30p-9:20p		12/17/19	Sheila Smith
743	Meeting	8:30a-9:20a			Tomas Bundenthal
902	American Fidelity	8:00a-4:00p			Tracy Drake
1315	Graphic Design Lab	4:00p-5:30p		12/6/19	Leigh Anne Jones
1645	Office Hours	3:15p-4:15p		12/11/19	Dave Pyle
1738	Liberal Arts	11:00am-12:15p		12/15/19	Neil Glines
1738	Volleyball	3:00p-4:00p		11/14/19	Darla Williams
1775	Women's Soccer	1:45p-3:00p		12/15/19	Jeff Cardinal
Pool	SASO – Team Practice	4:00p-7:00p		11/27/19	Ricky Silva
1860	Liberal Arts	1:00p-4:30p		12/15/19	Neil Glines
2728	CSEA Meeting	3:00p-4:00p			Rei Leal



## WEEKLY FACILITIES MEMO

### November 11, 2019 – November 17, 2019

Wednesday – November 13, 2019					
Room	Event	Time	Facilities Instructions	End Date	Contact
431	Women's Bible Study Fellowship Club Meeting	12:15p-1:30p		12/13/19	Amy Dauffenbach
445	EOPS	2:00p-3:00p			Mauricio Avello
446	TAP Workshop				Emily Wade
501	Office Hours	10:15a-11:00a		12/15/19	Kathleen Callison
Boardroom	Management Meeting	9:00a-12:00p	<b>Need 1-6' Table for Food</b>	12/15/19	Sandra Therrien
Boardroom	S-P Office	12:00p-3:00p			
Boardroom	College Governance Council Meeting	3:00p-4:00p	<b>Large table to fit 20 people</b>		Laurie Gorman
807B	Nursing Counseling Group Session	1:00p-3:00p		12/3	Janet Schwartz
902	American Fidelity	8:00a-4:00p			Tracy Drake
1315	Graphic Design Lab	1:00p-5:30p		12/6/19	Leigh Anne Jones
1633	Office Hours	10:30a-11:00a		12/15/19	Randi Osburn
1775	Women's Soccer	1:45p-3:00p		12/15/19	Jeff Cardinal
Gym	Volleyball	6:00p-8:00p			Darla Williams
Pool	SASO – Team Practice	5:45a-7:00a		11/27/19	Ricky Silva
Pool	SASO – Team Practice	4:00p-6:30p		11/27/19	Ricky Silva
Vacaville Lobby	Student Health Center	10:00a-1:00p	<b>Need one table two chairs</b>		Regina Huerls



# WEEKLY FACILITIES MEMO

## November 11, 2019 – November 17, 2019

Thursday – November 14, 2019					
Room	Event	Time	Facilities Instructions	End Date	Contact
431	Office Hours	10:00a-11:00a		12/11/19	Kelvin Cheah
446	Counseling Division Meeting	8:00a-10:30a		12/11/19	Robin Perrett-Ashby
503	Lab Activity	8:00a-10:50a		12/15/19	Jill Crompton
Pam Keith	SCFA Bargaining	9:00a-5:00p			Sandra Therrien
705	CHDV 136	6:30p-9:20p		12/17/19	Sheila Smith
804	Office Hours	6:00p-6:30p		12/15/19	Jeanette Luedders
902	American Fidelity	1:30p-4:00p			Tracy Drake
1315	Graphic Design Lab	12:00-1:00p		12/6/19	Leigh Anne Jones
1315	Graphic Design Lab	4:00p-5:30p		12/6/19	Leigh Anne Jones
Back Half Cafeteria	Hypnopalooza	3:00p-4:30p			Rischa Slade
1645	Office Hours	3:15p-4:15p		12/11/19	Dave Pyle
1645	Office Hours	5:00p-6:30p		12/11/19	Simone Findlay
1738	Liberal Arts	11:00am-12:15p		12/15/19	Neil Glines
1738	Volleyball	3:00p-4:00p		11/14/19	Darla Williams
1775	Women's Soccer	1:45-3:00p		12/15/19	Jeff Cardinal
Pool	SASO – Team Practice	4:00p-7:00p		11/27/19	Ricky Silva
1860	Liberal Arts	1:00p-4:30p		12/15/19	Neil Glines
Vacaville Center room 118	American Fidelity	8:00a-11:30a			Tracy Drake
Vallejo Lobby	Student Health Center	10:00a-1:00p	Need one table two chairs		Regina Huerls



## WEEKLY FACILITIES MEMO

### November 11, 2019 – November 17, 2019

Friday – November 15, 2019					
Room	Event	Time	Facilities Instructions	End Date	Contact
308	Early College Career Counseling	7:00a-3:00p		12/15/19	John Pizzo
504	Typing Certificate Testing	11:00p-3:30p		12/6/19	Patricia Ceja
Pam Keith	SCFA Bargaining	9:00a-5:00p			Sandra Therrien
713	Behavioral Sciences School Meetings	10:00a-11:30p			Janet Leary
714	French Club	12:00p-1:00p		12/15/19	Lorna Marlow-Munoz
1300	Art Department	5:00p-12:00a			Jeanne Lorenz
1315	Graphic Design Lab	1:00p-5:30p		12/6/19	Leigh Anne Jones
Back Half of the Cafeteria	Maker Space Regional Meeting	9:00a-3:00p			
611	Fairfield Public Safety Academy Meeting	10:00a-3:00p			
Pool	SASO – Team Practice	5:45a-7:00a		11/27/19	Ricky Silva
Pool	SASO – Team Practice	4:00p-6:30p		11/27/19	Ricky Silva
Gym	Volleyball	6:00p-8:00p			Darla Williams
2728	Sustainability Advisory Committee Meeting	10:30a-1:00p			
Vallejo Auto Tech Facility	Auto Tech Career Fair	7:30a-3:00p	Emailed on 10/16/19		Eileen Amick

Saturday – November 16, 2019					
Room	Event	Time	Facilities Instructions	End Date	Contact
505	Office Hours	8:00a-9:00p	Unlock Building 500	12/6/19	Alonso Duarte
Grass Strip	NA Whippet Fanciers	8:00a-2:00p			Jean Balint

Sunday – November 17, 2019					
Room	Event	Time	Facilities Instructions	End Date	Contact