



WEEKLY FACILITIES MEMO

September 23-29, 2019

Monday – September 23, 2019					
Room	Event	Time	Facilities Instructions	End Date	Contact
414	JD Review	11:00a-1:00p			Rei Leal
501	Office Hours	10:15a-11:00a		12/15/19	Kathleen Callison
705	Office Hours	5:00p-6:00p		12/15/19	Janet Leary
812	Nursing Dept Meeting	10:00a-1:00p			Jan Schwartz
1235 & 1294	Thea24A	6:30p-10:00p		11/1/19	Craig Scharfen
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
1645	Office Hours	5:00p-6:30p		12/11/19	Simone Findlay
1775	Women's Soccer	1:45p-3:00p		12/15/19	Jeff Cardinal
Tennis Courts	Benicia High School	3:00p-5:30p		9/30/19	Melanie Voss

Tuesday – September 24, 2019					
Room	Event	Time	Facilities Instructions	End Date	Contact
431	Office Hours	10:00a-11:00a		12/11/19	Kelvin Cheah
503	Lab Activity	8:00a-10:50a		12/15/19	Jill Crompton
704	CHDV 123	6:30p-9:20p		12/17/19	Sheila Smith
902	Nursing Meeting	12:00p-1:00p			Jan Schwartz
1235 & 1294	Thea24A	6:30p-10:00p		11/1/19	Craig Scharfen
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	11:00a-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
1860	Liberal Arts	1:00p-4:30p		12/15/19	Neil Glines



WEEKLY FACILITIES MEMO

September 23-29, 2019

Wednesday – September 25, 2019					
Room	Event	Time	Facilities Instructions	End Date	Contact
431	Women's Bible Study	12:15p-1:30p		12/13/19	Amy Dauffenbach
501	Office Hours	10:15a-11:00a		12/15/19	Kathleen Callison
Pam Keith	Trustees Meeting	4:00p-6:0p			Sandra Therrien
Boardroom	Management Meeting	9:00a-12:00p		12/15/19	Sandra Therrien
1235 & 1294	Thea24A	6:30p-10:00p		11/1/19	Craig Scharfen
1315	Graphic Design Lab	1:00p-5:30p		12/6/19	Leigh Anne Jones
Faculty Lounge	FT3 Cohort Social	3:00p-5:30p			LaNae Jaimez
1638	Staff Training	3:30p-6:00p			Christie Speck
1633	Office Hours	10:30a-11:00a		12/15/19	Randi Osburn
1738	Women's Basketball Eligibility Meeting	2:30p-4:00p			Claire Gover
1775	Women's Soccer	1:45p-3:00p		12/15/19	Jeff Cardinal
Tennis Courts	Benicia High School	3:00p-5:30p		9/30/19	Melanie Voss

Thursday – September 26, 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	8:30a-10:00a		12/11/19	Robin Perrett-Ashby
503	Lab Activity	8:00a-10:50a		12/15/19	Jill Crompton
705	CHDV 123	6:30p-9:20p		12/17/19	Sheila Smith
804	Office Hours	6:00p-6:30p		12/15/19	Jeanette Luedders
1235 & 1294	Thea24A	6:30p-10:00p		11/1/19	Craig Scharfen
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
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
1860	Liberal Arts	1:00p-4:30p		12/15/19	Neil Glines



WEEKLY FACILITIES MEMO

September 23-29, 2019

Friday – September 27, 2019					
Room	Event	Time	Facilities Instructions	End Date	Contact
308	Early College Career Counseling	7:00a-3:00p		12/15/19	John Pizzo
431	CSEA Orientation	1:00p-1:30p			Patricia Young
504	Typing Certificate Testing	11:00p-3:30p		12/6/19	Patricia Ceja
714	French Club	12:00p-1:00p		12/15/19	Lorna Marlow-Munoz
902	Psychology Dept Meeting	12:00p-1:30p			LaNae Jaimez
1315	Graphic Design Lab	1:00p-5:30p		12/6/19	Leigh Anne Jones
1235 & 1294	Thea24A	6:30p-10:00p		11/1/19	Craig Scharfen

Saturday – September 28, 2019					
Room	Event	Time	Facilities Instructions	End Date	Contact
505	Office Hours	8:00a-9:00p	Unlock Building 500	12/6/19	Alonso Duarte
Gym	FilAm Basketball	6:00p-8:00p			Ron Suaiso
Grass Strip	NorCal Whippet Fanciers Assoc	8:00a-3:00p			Jean Balint

Sunday – September 29, 2019					
Room	Event	Time	Facilities Instructions	End Date	Contact
Grass Strip	NorCal Whippet Fanciers Assoc	8:00a-3:00p			Jean Balint