



Weekly Facilities Memo

April 1 – April 14, 2013

<u>Room</u>	<u>Event</u>	<u>Date & Time</u>	<u>End Date</u>	<u>Contact Person</u>
<u>Monday, April 1</u>				
431	Bldg. 600 Administrative Offices Meeting	11:00 a.m. – 1:00 p.m.	<i>Open @ 11a.m.</i>	Lisa Dixon
431	Work Plan Meeting for New Projects	1:00 p.m. – 3:00 p.m.		Lisa Dixon
Baseball Field	Baseball Practice	10:00 a.m. – 3:00 p.m.	To 04/30/13	Scott Stover
Softball Field	Softball Practice	1:00 p.m. – 5:00 p.m.		Terri Person-Bloom
Old Football Practice Field	North Bay Elite Futbol Club	5:00 p.m. – 8:00 p.m.		Mani Salimpour
<u>Tuesday, April 2</u>				
Baseball	Los Medanos College vs. SCC	2:00 p.m. – 5:00 p.m.	To 04/30/13	John Nagle
Old Football Practice Field	North Bay Elite Futbol Club	5:00 p.m. – 8:00 p.m.		Mani Salimpour
<u>Wednesday, April 3</u>				
Pool	SCC Swim Team	8:00 a.m. – 11:00 a.m.	To 04/30/13	Scott Parrish
Baseball Field	Baseball Practice	10:00 a.m. – 3:00 p.m.		Scott Stover
Softball Field	Softball Practice	1:00 p.m. – 5:00 p.m.		Terri Person-Bloom
Old Football Practice Field	North Bay Elite Futbol Club	5:00 p.m. – 8:00 p.m.		Mani Salimpour
Vallejo Center – 121	Sonoma State	6:30 p.m. – 9:30 p.m. <i>Custodian Robert Brown assigned to open/close</i>		Donham/Feldman
<u>Thursday, April 4</u>				
300 Labs	Boy Scout Troop 182	7:00 a.m. – 7:30 a.m.	To 04/30/13	Kathleen Conrad
300 Bird Room	Boy Scout Troop 182	7:30 a.m. – 8:30 a.m.		Kathleen Conrad
Pool	SCC Swim Team	8:00 a.m. – 11:00 a.m.		Scott Parrish
Baseball Field	Yuba College vs. SCC	2:00 p.m. – 5:00 p.m.		John Nagle
Softball Field	Contra Costa College vs. SCC	1:00 p.m. – 3:00 p.m.		Terri Pearson-Bloom
Old Football Practice Field	North Bay Elite Futbol Club	5:00 p.m. – 8:00 p.m.		Mani Salimpour

		<u>Friday, April 5</u>		
1525	Solano VITA Tax Preparation Day - Setup	2:00 p.m. – 4:00 p.m.		Kheck Sengmany
1746	Lifesaving/Swimming Camps	6:00 p.m. – 9:00 p.m.		Scott Parrish
Pool	SCC Swim Team	8:00 a.m. – 11:00 a.m.		Scott Parrish
Pool	Lifesaving/Swimming Camps	6:00 p.m. – 9:00 p.m.		Scott Parrish
Softball Field	Softball Practice	1:00 p.m. – 5:00 p.m.		Terri Person-Bloom
Baseball Field	Baseball Practice	10:00 a.m. – 3:00 p.m.		Scott Stover
Parking Lot 3 & 5	Vaca Valley Vettes – Setup	4:30 p.m. – 7:00 a.m.		Ralph Meyer

		<u>Saturday, April 6</u>		
1525	Solano VITA Tax Preparation Day	10:00 a.m. – 3:00 p.m.		Kheck Sengmany
1746	Lifesaving/Swimming Camps	9:00 a.m. – 5:00 p.m.		Scott Parrish
Gym	FFABL Basketball Clinic	2:00 p.m. – 9:30 p.m.		MacInnes/Borchert
Pool	Lifesaving/Swimming Camps	9:00 a.m. – 5:00 p.m.		Scott Parrish
Baseball Field	Yuba College vs. SCC	1:00 p.m. – 4:00 p.m.		John Nagle
Old Football Practice Field	North Bay Elite Futbol Club	12:00 p.m. – 1:00 p.m.	<i>No services required</i>	Mani Salimpour
Practice Soccer Field	North Bay Elite Futbol Club	10:30 a.m. – 1:30 p.m.	<i>Field needs to be striped/open gate @ 10:30a.m.</i>	Mani Salimpour
Parking lot 3 & 5	Vaca Valley Vettes Autocross	7:00 a.m. – 5:00 p.m.		Ralph Meyer
Vallejo Center – 121	Sonoma State	9:00 a.m. – 4:00 p.m.	<i>Custodian Ken Williams assigned to open/close</i>	Donham/Feldman

		<u>Sunday, April 7</u>		
Gym	Basketball Skills Training	12:30 p.m. – 4:00 p.m.		John Nagle
Old Football Practice Field	North Bay Elite Futbol Club	9:30 a.m. – 3:30 p.m.	<i>No services required</i>	Mani Salimpour
Practice Soccer Field	North Bay Elite Futbol Club	12:30 p.m. – 2:00 p.m.	<i>Field needs to be striped/open gate @ 12:30p.m.</i>	Mani Salimpour
Parking lot 3 & 5	Vaca Valley Vettes Autocross	7:00 a.m. – 5:00 p.m.		Ralph Meyer

		<u>Monday, April 8</u>		
		<u>Evening Administrator – Diane White</u>		
101	DE Committee	3:00 p.m. – 4:30 p.m.		Connie Adams
135	Drop-in English Lab	11:00 a.m. – 2:00 p.m.	To 05/22/13	Joshua Scott
155	Entrepreneurship Discussion Meeting	2:00 p.m. – 3:30 p.m.		Alberta Lloyd
414	Program Review	2:00 p.m. – 4:00 p.m.	<i>Open @ 2p.m.</i>	Amy Obegi
444	BIO 004	2:30 p.m. – 3:00 p.m.	To 05/17/13	Kathy Clark
445	Counseling Workshop	1:00 p.m. – 3:00 p.m.		Rosa Monroy
445	Chemistry Workshop	3:00 p.m. – 4:00 p.m.	To 05/20/13	Kathy Conrad
Boardroom	Ten Plus One Meeting	4:30 p.m. – 5:30 p.m.	<i>Large setup</i>	Janet Spencer
712	Psychology Club Meeting	4:00 p.m. – 5:00 p.m.		Robert DaPrato
804	NURS 54	9:00 a.m. – 11:15 a.m.	To 04/15/13	Tracy Fields
806	Office Hours	2:00 p.m. – 3:00 p.m.	To 05/15/13	Ron Harrow
808	EMT Group Meeting	8:00 a.m. – 10:00 a.m.	To 05/22/13	Debbie Luttrell-Williams

Monday, April 8(con't)

Evening Administrator – Diane White

1625	Math Tutoring	12:00 p.m. – 1:30 p.m.	To 05/20/13	Corrine Kirkbride
1646	Office Hours	12:00 p.m. – 12:50 p.m.	To 05/20/13	Karen Gerhart
1775	Men's/Women's Basketball Off Season Training	12:30 p.m. – 1:30 p.m.	To 05/17/13	Nagle/Borchert
Old Football Practice Field	North Bay Elite Futbol Club	5:00 p.m. – 8:00 p.m.	To 04/30/13	Mani Salimpour
Vallejo Center – 133	HYPE Project	9:00 a.m. – 12:00 p.m.	To 06/20/13	Lily Espinoza
Vallejo Center – 133	First Place for Youth Workshop	4:05 p.m. – 7:00 p.m.	To 05/20/13	Christy Saxton

Tuesday April 9

Evening Administrator – Erin Vines

103	Library Staff Meeting	12:00 p.m. – 1:00 p.m.		Sandra Rotenberg
103	Nursing	2:00 p.m. – 4:30 p.m.		Glenn Burgess
103	ENGL 1	5:30 p.m. – 7:00 p.m.		Robert Pendleton
155	Omni Update Training	1:00 p.m. – 2:30 p.m.		James Calilan
414	Student Services Council Meeting	10:30 a.m. – 12:00 p.m.		Barbara Fountain
414	SCFA	2:00 p.m. – 4:00 p.m.		Gene Thomas
414	Sustainability Advisory Committee Meeting	4:00 p.m. – 5:00 p.m.		Connie Adams
431	Curriculum Committee Meeting	11:00 a.m. – 12:00 p.m.	To 06/10/13	Laurie Gorman
431	CSEA Executive Board Meeting	3:30 p.m. – 4:30 p.m.		Debbie Luttrell-Williams
443	Intermediate Guitar	7:00 p.m. – 9:00 p.m. <i>Open @ 6:30p.m.</i>	To 04/30/13	Jeff Torr
445	Beginning Guitar	7:00 p.m. – 9:00 p.m. <i>Open @ 6:30p.m.</i>	To 04/30/13	Cheryl Warren
501	Nursing	2:00 p.m. – 4:30 pm.		Glenn Burgess
503	Curriculum Committee Meeting	1:45 p.m. – 3:45 p.m.	To 05/10/13	Erin Moore
Boardroom	VP White/Negotiations	9:00 a.m. – 1:00 p.m.	<i>Large setup</i>	Laurie Gorman
707	Sociology Club Meeting	4:00 p.m. – 6:00 p.m.		Maria Isip-Bautista
708	Intermediate Algebra Tutoring	11:00 a.m. – 1:00 p.m.	To 05/14/13	Corrine Kirkbride
708	Healthy Harmonica	6:00 p.m. – 7:30 p.m.	<i>Open @ 5:45 p.m.</i>	Dave Broida
708	Beginning Blues Harmonica	7:30 p.m. – 9:00 p.m.		Dave Broida
1239	Solano Choral Society	7:00 p.m. – 10:00 p.m.	To 05/14/13	Kristy Juliano
Faculty/Staff Lounge	Flex Cal Committee Meeting	4:30 p.m. – 5:30 p.m.	To 05/07/13	Charles Spillner
Back half of Cafeteria	CCCC Office – Veteran Focus Group	8:00 a.m. – 7:00 p.m. <i>Table set in "U" shape facing stage w/20 chairs</i>		Amy Utt
1625	Office Hours	5:30 p.m. – 6:30 p.m.	To 05/21/13	Barry Bussewitz
1645	Office Hours	8:30 a.m. – 9:30 a.m.	To 05/14/13	Sandra Moore
Gym	Volleyball	7:00 p.m. – 8:30 p.m.		Darla Williams
Baseball Field	College of Marin vs. SCC	2:00 p.m. – 3:00 p.m.		John Nagle
Softball Field	Napa College vs. SCC	1:00 p.m. – 3:00 p.m.		Terri Pearson-Bloom 1
Old Football Practice Field	North Bay Elite Futbol Club	5:00 p.m. – 8:00 p.m.	To 04/30/13	Mani Salimpour
1860	HUDV 040	11:00 a.m. – 12:15 p.m. <i>Open @ 10:45 a.m.</i>	To 05/16/13	Tasha Smith
1877	Office Hours	11:00 a.m. – 11:50 a.m.	To 05/18/13	Patrick Grant
Vallejo Center – 133	HYPE Project	9:00 a.m. – 12:00 p.m.	To 06/20/13	Lily Espinoza

Tuesday April 9(con't)

Evening Administrator – Erin Vines

Vallejo Center – 204	About Boating Safety	6:30 p.m. – 8:30 p.m.	To 04/30/13	Kristine Busse-Dohm
Vacaville Center – 140	Screenwriting Workshop	3:30p.m. – 5:00 p.m.		Jonathan Schouten
Vacaville Center – 218	HYPE Project	3:00 p.m. – 5:50 p.m.	To 05/28/13	Lorraine Roos
Harbor Theatre	Three Musketeers – Rehearsal	6:00 p.m. – 11:00 p.m.		Edward Hightower

Wednesday April 10

Evening Administrator – Charo Albarran

103	ENGL 62	8:00 a.m. – 9:00 a.m. & 9-10a.m.		Annette Dambrosio
103	ENGL 353	11:00 a.m. – 12:00 p.m. & 12 -1 p.m.		Annette Dambrosio
135	Drop-in English Lab	11:00 a.m. – 2:00 p.m.	To 05/22/13	Joshua Scott
155	Omni Update Training	1:00 p.m. – 4:00 p.m.		James Calilan
431	SVO Cabinet Meeting	3:00 p.m. – 4:00 p.m.		Amy Utt
444	BIO 004	2:30 p.m. – 3:00 p.m.	To 05/17/13	Kathy Clark
446	Counseling Workshop	1:00 p.m. – 3:00 p.m.		Rosa Monroy
Boardroom	Deans' Meeting	9:00 a.m. – 10:30 a.m. <i>Large setup</i>	To 04/17/13	Laurie Gorman
Boardroom	Facilities Meeting	11:00 a.m. – 12:30 p.m.	<i>Large setup</i>	Janet Leary
Boardroom	Shared Governance Council Meeting	2:00 p.m. – 4:00 p.m.	<i>Large setup</i>	Laurie Gorman
806	Office Hours	2:00 p.m. – 3:00 p.m.	To 05/15/13	Ron Harrow
808	EMT Group Meeting	8:00 a.m. – 10:00 a.m.	To 05/22/12	Debbie Luttrell-Williams
902	Equity and Inclusion	1:00 p.m. – 2:00 p.m.	<i>Open @ 12:45 p.m.</i>	Lynette Gray
902	Basic Skills Committee Meeting	3:00 p.m. – 4:00 p.m.	<i>Open @ 2:45 p.m.</i>	Connie Adams
1245	Beginning Steel Drum	6:00 p.m. – 10:00 p.m.	To 05/15/13	Derek Smith
1249	Solano Winds	6:00 p.m. – 8:00 p.m.	To 05/01/13	Bill Doherty
Theatre	Spring Speech Night	6:00 p.m. – 9:30 p.m.		Neil Glines
Faculty/Staff Lounge	SCFA Meeting	9:00 a.m. – 7:00 p.m.		Gene Thomas
Back half of Cafeteria	Black Appreciation Day	1:00 p.m. – 5:00 p.m. <i>Event time 2:30-4p.m./See JJ or Eddie for setup</i>		Thomas Watkins
1775	Men's/Women's Basketball Off Season Training	12:30 p.m. – 1:30 p.m.	To 05/17/13	Nagle/Borchert
Old Football Practice Field	North Bay Elite Futbol Club	5:00 p.m. – 8:00 p.m.	To 04/30/13	Mani Salimpour
1855	Basic Auto Body	6:00 p.m. – 10:00 p.m.	To 05/01/13	James Ackman
Vallejo Center – 121	HYPE Project	3:00 p.m. – 6:00 p.m.	To 05/29/13	Lorraine Roos
Vacaville Center – 215	HYPE Project	3:00 p.m. – 5:50 p.m.	To 05/29/13	Lorraine Roos
Harbor Theatre	Three Musketeers – Rehearsal	6:00 p.m. – 11:00 p.m.		Edward Hightower

Thursday April 11

Evening Administrator – Yulian Ligioso

155	Omni Update Training	1:00 p.m. – 2:30 p.m.		James Calilan
414	Dean of Liberal Arts Interviews	1:30 p.m. – 8:00 p.m.		Jill Crompton
431	Interviews	12:00 p.m. – 4:00 p.m.		Barbara Fountain
443	Veteran Group Counseling Session	1:30 p.m. – 3:00 p.m.	To 05/23/13	Amy Utt

Thursday April 11(con't)

Evening Administrator – Yulian Ligioso

443	DSP New Student Orientation	4:00 p.m. – 5:00 p.m.		Sidne Parker
Boardroom	PERT Meeting	1:00 p.m. – 2:00 p.m.	<i>Large setup</i>	Peter Cammish
806	Intermediate Algebra Tutoring	11:00 a.m. – 1:00 p.m.		Corrine Kirkbride
807	NURS 054	9:00 a.m. – 3:30 p.m.		Evelyn Zlomke
811	HS 052	6:00 p.m. – 6:30 p.m.	To 05/16/13	Jan McIlvery
Back of half Cafeteria	NURS 063	12:00 p.m. – 3:00 p.m.	<i>Classroom style</i>	Glenn Burgess
1530	Math Interviews	4:30 p.m. – 7:00 p.m.		Leslie Almonte
1779	Zumba Fitness	6:00 p.m. – 7:00 p.m.	To 04/25/13	Adriana Castillo
Gym	Volleyball Clinic	5:30 p.m. – 9:30 p.m.		Darla Williams
Track	Leukemia & Lymphoma Society	6:00 p.m. – 7:45 p.m.	<i>Open gate & restrooms</i>	Patty Ruiz
Softball Field	Sorcerers Softball Clinic	4:00 p.m. – 7:30 p.m.		Cheryl Mitchell
Old Football Practice Field	North Bay Elite Futbol Club	5:00 p.m. – 8:00 p.m.	To 04/30/13	Mani Salimpour
Vallejo Center – 122	HYPE Project	3:30 p.m. – 6:00 p.m.	To 05/30/13	Lorraine Roos
Vacaville Center – 207	RN Informational Workshop	5:30 p.m. – 7:00 p.m.		Amy Gaylor

Friday April 12

103	Nursing	9:00 a.m. – 12:00 p.m.		Glenn Burgess
103A	Access Training	2:00 p.m. – 3:00 p.m.	To 05/10/13	Peter Cammish
135	Drop-in English Lab	11:00 a.m. – 2:00 p.m.	To 05/22/13	Joshua Scott
155	Omni Update Training	1:00 p.m. – 3:00 p.m.		James Calilan
301	Math Interviews	8:00 a.m. – 12:00 p.m.		Sarah Donovan
414	Dean of Liberal Arts Interviews	12:30 p.m. – 5:30 p.m.		Jill Crompton
431	Interviews	7:00 a.m. – 4:00 p.m.		Barbara Fountain
444	BIO 004	2:30 p.m. – 3:00 p.m.	To 05/17/13	Kathy Clark
502	Typing Test Certificates	2:30 p.m. – 3:15 p.m.	To 05/29/13	Pat Ceja
503	Nursing	9:00 a.m. – 12:00 p.m.		Glenn Burgess
506	Career Technical Education & Business Mtg.	2:30 p.m. – 4:30 p.m.		Debbie Luttrell-Williams
605	Study Group	9:00 a.m. – 9:50 a.m.	<i>Open @ 8:45a.m.</i> To 05/17/13	Margherita Molnar
Boardroom	VP White/Negotiations	9:00 a.m. – 1:00 p.m.	<i>Large setup</i>	Laurie Gorman
701	Beginners Guide to Getting Published	3:00 p.m. – 5:00 p.m.	<i>Open @ 2:30 p.m.</i>	LeeAnne Krusemark
701	Meet the Publisher –Get Your Manuscript Critiqued	5:00 p.m. – 6:00 p.m.		LeeAnne Krusemark
701	Cash w/a Successful Home Based Business	6:00 p.m. – 8:00 p.m.		LeeAnne Krusemark
701	Make Money w/Typing/Word Processing Business	8:00 p.m. – 9:00 p.m.		LeeAnne Krusemark
714	French Club	12:00 p.m. – 1:00 p.m.	To 05/17/13	Lorna Marlow-Munoz
714	English Department Meeting	2:30 p.m. – 3:30 p.m.		Michael Wyly
804	NURS 063	12:00 p.m. – 3:00 p.m.		Glenn Burgess
811	Psychology Department Meeting	12:00 p.m. – 4:00 p.m.		Mary Gotch-Posta
902	English Lab Working Group	2:30 p.m. – 3:30 p.m.	<i>Open @ 2:15p.m.</i> To 05/17/13	Joshua Scott
1001	Horticulture Club Luncheon/Meeting	12:30 p.m. – 4:30 p.m.		Sandra Diehl

		<u>Friday April 12(con't)</u>		
1529	Math Interviews	1:30 p.m. – 5:30 p.m.		Leslie Almonte
1634	Math Tutoring	12:00 p.m. – 2:00 p.m.	To 05/17/13	Corrine Kirkbride
1746	Lifesaving/Swimming Camps	6:00 p.m. – 9:00 p.m.		Scott Parrish
1775	Men's/Women's Basketball Off Season Training	12:30 p.m. – 1:30 p.m.	To 05/17/13	Nagle/Borchert
Gym	Men's Basketball Clinic	6:00 p.m. – 8:00 p.m.		John Nagle
Pool	Lifesaving/Swimming Camps	6:00 p.m. – 9:00 p.m.		Scott Parrish
Harbor Theatre	Three Musketeers – Tech	6:00 p.m. – 11:00 p.m.		Edward Hightower

		<u>Saturday April 13</u>		
130	Reading/Writing Lab	9:00 a.m. – 1:20 p.m.	<i>Open exterior doors only, instructor will open 130</i>	Carlene Coury
303	CHEM 160	9:00 a.m. – 12:05 p.m.	To 05/22/13	Wayne Hawkes
305	BIO 015	9:00 a.m. – 12:05 p.m.	To 05/22/13	Michael Ensminger
307	BIO 014	9:00 a.m. – 12:05 p.m.	To 05/22/13	Ann Hefner-Gravink
809	FIRE 128	9:00 a.m. – 12:05 p.m.	To 05/20/13	Shawn Byrd
1102	ART 020	9:00 a.m. – 4:50 p.m.	To 05/04/13	Marc Pandone
1105	ART 016	9:30 a.m. – 1:35 p.m.	To 05/22/13	Abigail Rubenstein
Back half of Cafeteria	Become a Notary Public in a Day	8:00 a.m. – 6:00 p.m.	<i>Open @ 7:45 p.m.</i>	Carrie Christensen
1529	Math Interviews	11:00 a.m. – 4:30 p.m.		Leslie Almonte
1633	ECE 063	9:00 a.m. – 1:50 p.m.	To 05/11/13	Ruth Major
1746	Lifesaving/Swimming Camps	9:00 a.m. – 5:00 p.m.		Scott Parrish
Pool	Lifesaving/Swimming Camps	9:00 a.m. – 5:00 p.m.		Scott Parrish
Grass Strip by 1000 & 1900	Northern California Whippet Fanciers Assoc.	10:00 a.m. – 2:00 p.m.	<i>Mow grass strip prior to event</i>	Jean Balint
1815	PHOT 153	9:00 a.m. – 1:50 p.m.	To 05/22/13	Richard Mariani
Harbor Theatre	Three Musketeers – Tech	10:00 a.m. – 10:00 p.m.		Edward Hightower

		<u>Sunday April 14</u>		
1740	Dance Production Rehearsal	3:00 p.m. – 6:00 p.m.	To 04/28/13	Melinda Grefaldia
Gym	Badminton – Open Clinic	8:00 a.m. – 12:00 p.m.	To 04/28/13	Rebecca Lum
Gym	Basketball Skills Training	12:30 p.m. – 4:00 p.m.	<i>2 hours custodial services</i>	John Nagle
Parking Lot 2	North Bay Healthcare Foundation	6:00 a.m. – 1:00 p.m.		Steve Niffenegger
Harbor Theatre	Three Musketeers – Tech	10:00 a.m. – 10:00 p.m.		Edward Hightower