



Weekly Facilities Memo

March 18 – March 24, 2013

<u>Room</u>	<u>Event</u>	<u>Date & Time</u>	<u>End Date</u>	<u>Contact Person</u>
<u>Monday March 18</u>				
<u>Evening Administrator – Cynthia Garcia – 580-6367</u>				
135	Drop-in English Lab	11:00 a.m. – 2:00 p.m.	To 05/22/13	Joshua Scott
414	Admissions & Records	2:00 p.m. – 3:00 p.m.		Barbara Fountain
444	BIO 004	2:30 p.m. – 3:00 p.m.	To 05/17/13	Kathy Clark
445	Chemistry Workshop	3:00 p.m. – 4:00 p.m.	To 05/20/13	Kathy Conrad
Boardroom	Webinar w/Hanover Research	10:00 a.m. – 11:00 a.m.	<i>Large setup</i>	Laurie Gorman
Boardroom	VP White/Negotiations	12:00 p.m. – 2:00 p.m.	<i>Large setup</i>	Laurie Gorman
Boardroom	Academic Senate	3:00 p.m. – 5:00 p.m.	<i>Large setup</i>	Connie Adams
707	Sociology Club	2:30 p.m. – 4:30 p.m.		Maria Isip-Bautista
714	Solano County French Teachers Meeting	4:00 p.m. – 5:00 p.m.		Lorna Marlow-Munoz
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
1001	Horticulture Club Meeting	6:00 p.m. – 8:30 pm.		Ken Williams
Theatre	Solano College Orchestra	5:00 p.m. – 10:00 p.m.	<i>Performance time 7 p.m.</i>	Steve Thompson
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
Pool	Solano Aquatic Sea Otters (SASO)	4:15 p.m. – 6:30 p.m. <i>Open @ 4:15 p.m.</i>	To 03/29/13	Paul Mazzarelle
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	3:30 p.m. – 6:30 p.m.	To 05/20/13	Christy Saxton
Travis Univ. Center	Transferring to a 4 Year College or University	5:00 p.m. – 6:00 p.m.		Jim Anderson

Tuesday March 19

Evening Administrator – Christie Speck – 580-6367

103	Library Department Meeting	1:00 p.m. – 2:00 p.m.		Sandra Rotenberg
431	Curriculum Committee Meeting	11:00 a.m. – 12:00 p.m.	To 06/10/13	Laurie Gorman
431	CalWORKS, DSP, EOPS/CARE Coordinators Mtg.	4:00 p.m. – 5:00 p.m.		Cynthia Simon
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
Bldg. 400, 1 st Floor	CSU/UC Transfer Fair	9:00 a.m. – 12:00 p.m.		Marcie McDaniels
503	Curriculum Committee Meeting	1:45 p.m. – 3:45 p.m.	To 05/10/13	Erin Moore
Boardroom	Facilities Meeting	1:00 p.m. – 3:00 p.m.	<i>Large setup</i>	Janet Leary
806	Clinical Rotation Nursing Orientation	8:00 a.m. – 12:00 p.m.		Elizabeth Freed
806	SCFA	2:00 p.m. – 4:00 p.m.		Gene Thomas
902	HR Training	9:00 a.m. – 4:30 p.m.	<i>Open @ 8:45 a.m.</i>	Eileen Amick
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 Cafeteria	Ethnic Studies Presentation	11:00 a.m. – 12:15 p.m.	<i>Classroom style</i>	Karen McCord
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
1737	Coaches Meeting	8:30 a.m. – 9:30 a.m.		Lily Espinoza
Pool	Solano Aquatic Sea Otters (SASO)	4:15 p.m. – 6:30 p.m.	<i>Open @ 4:15 p.m.</i> To 03/29/13	Paul Mazzarelle
Softball Field	Marin 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.	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
Harbor Theatre	Three Musketeers – Rehearsal	6:00 p.m. – 11:00 p.m.		Edward Hightower

Wednesday March 20

Evening Administrator – Robin Darcangelo – 580-6367

135	Drop-in English Lab	11:00 a.m. – 2:00 p.m.	To 05/22/13	Joshua Scott
414	Bldg. 500/600 Coordination Meeting	1:30 p.m. – 2:30 p.m.		Lisa Dixon
414	Student Veteran Organization Meeting	2:30 p.m. – 4:00 p.m.		Amy Utt
431	CSEA- Election for Alternate Area B District	1:00 p.m. – 3:00 p.m.		Debbie Luttrell-Williams
444	CSEA General Membership Meeting	12:00 p.m. – 1:00 p.m.		Donna Luttrell-Williams
444	BIO 004	2:30 p.m. – 3:00 p.m.	To 05/17/13	Kathy Clark
444	DQ Workshop	3:00 p.m. – 5:00 p.m.		Rosa Monroy
503	Program Review Training	1:00 p.m. – 3:00 p.m.		Amy Obegi
Boardroom	Deans' Meeting	9:00 a.m. – 10:30 a.m.	<i>Large setup</i> To 04/17/13	Laurie Gorman
Boardroom	Fairfield/Suisun Early College Meeting	2:00 p.m. – 3:00 p.m.	<i>Large setup</i>	Shirley Lewis
Boardroom	Boardroom Setup	4:00 p.m. – 6:00 p.m.	<i>Audience style</i>	Judy Spencer
Boardroom	Governing Board Meeting	6:30 p.m. – 10:30 p.m.		Judy Spencer

Wednesday March 20(con't)

Evening Administrator – Robin Darcangelo – 580-6367

702	Weight Loss Strategies: Eat More Weigh Less	6:00 p.m. – 8:30 p.m.		Lewis Withrow
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
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
Back half of Cafeteria	Ethnic Studies Presentation	11:00 a.m. – 12:00 p.m.	<i>Classroom style</i>	Karen McCord
1626	Math Tutoring	12:00 p.m. – 1:00 p.m.	To 05/15/13	Corrine Kirkbride
1775	Men's/Women's Basketball Off Season Training	12:30 p.m. – 1:30 p.m.	To 05/17/13	Nagle/Borchert
Pool	Solano Aquatic Sea Otters (SASO)	4:15 p.m. – 6:30 p.m. <i>Open @ 4:15 p.m.</i>	To 03/29/13	Paul Mazzarelle
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 – 129	It's Not Too Late to Apply for Financial Aid	2:00 p.m. – 3:00 p.m.		Maureen Mason-Muyco
Harbor Theatre	Three Musketeers – Rehearsal	6:00 p.m. – 11:00 p.m.		Edward Hightower

Thursday March 21

Evening Administrator – Jeff Lamb – 580-6367

155	CSEA Audit Committee	10:00 a.m. – 11:30 a.m.		Diane Rieschick
414	DSP New Student Orientation	4:00 p.m. – 5:00 p.m.	To 05/09/13	Sidne Parker
443	Veteran Group Counseling Session	1:30 p.m. – 3:00 p.m.	To 05/23/13	Amy Utt
Boardroom	Ethnic Studies Presentation	9:30 a.m. – 12:30 p.m.	<i>Audience style facing dais</i>	Karen McCord
Boardroom	SCOE/SCCD Meeting	1:30 p.m. – 2:30 p.m.	<i>Large setup</i>	Janet Leary
Boardroom	Superintendent/President Executive Cabinet Mtg.	2:30 p.m. – 4:30 p.m.	<i>Large setup</i>	Judy Spencer
804	Transportation Meeting	12:00 p.m. – 4:00 p.m.		Judy Nash
811	HS 052	6:00 p.m. – 6:30 p.m.	To 05/16/13	Jan McIlvery
Faculty/Staff Lounge	Math/Science EMP/FMP Meeting	1:00 p.m. – 2:00 p.m.		Genele Rhoads
Back half of Cafeteria	NURS 054	9:00 a.m. – 3:30 p.m.	<i>Classroom style</i>	Evelyn Zlomke
1528	Math Club	1:00 p.m. – 2:00 p.m.		Doug Pierce
1625	Statistics Review	1:00 p.m. – 3:00 p.m.		Corrine Kirkbride
1779	Zumba Fitness	6:00 p.m. – 7:00 p.m.	To 04/25/13	Adriana Castillo
Gym	Volleyball Clinic	6:00 p.m. – 9:00 p.m.	To 03/28/13	Darla Williams
Pool	Solano Aquatic Sea Otters (SASO)	4:15 p.m. – 6:30 p.m. <i>Open @ 4:15 p.m.</i>	To 03/29/13	Paul Mazzarelle
Old Football Practice Field	North Bay Elite Futbol Club	5:00 p.m. – 8:00 p.m.	To 04/30/13	Mani Salimpour
Softball Field	Sorcerers Softball/SCC Softball Clinic	4:00 p.m. – 7:30 p.m.		Cheryl Mitchell
Baseball Field	Laney College vs. SCC	2:00 p.m. – 5:00 p.m.		Scott Stover
Vacaville Center – 118	ECE Directors' Seminar	4:00 p.m. – 6:00 p.m.		Christie Speck
Harbor Theatre	Three Musketeers – Rehearsal	6:00 p.m. – 11:00 p.m.		Edward Hightower

<u>Friday March 22</u>				
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
431	Student Worker Celebration Final Prep Mtg.	9:00 a.m. – 10:00 a.m.		Cynthia Simon
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
605	Study Group	9:00 a.m. – 9:50 a.m.	<i>Open @ 8:45a.m.</i> To 05/17/13	Margherita Molnar
Boardroom	Bay Valley Conference	8:00 a.m. – 12:00 p.m.	<i>Large setup with food table on Presidents wall</i>	Lily Espinoza
703	School of Liberal Arts Meeting	2:30 p.m. – 4:00 p.m.		Donna Meyer
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 Wylly
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
1529	Division Meeting/Committee Meetings	1:00 p.m. – 2:00 p.m.	To 05/16/13	Leslie Almonte
1634	Math Tutoring	12:00 p.m. – 2:00 p.m.	To 05/17/13	Corrine Kirkbride
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.	To 03/29/13	John Nagle
Pool	Solano Aquatic Sea Otters (SASO)	4:15 p.m. – 6:30 p.m.	<i>Open @ 4:15 p.m.</i> To 03/29/13	Paul Mazzarelle
Harbor Theatre – Nove	THEA 8	2:00 p.m. – 5:00 p.m.		B.J. Bandy
Harbor Theatre	Three Musketeers – Rehearsal	6:00 p.m. – 11:00 p.m.		Edward Hightower

<u>Saturday March 23</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
1633	ECE 063	9:00 a.m. – 1:50 p.m.	To 05/11/13	Ruth Major
Gym	FFABL Basketball Clinic	2:00 p.m. – 9:30 p.m.	<i>2 hours custodial for clean up</i>	MacInnes/Borchert
1815	PHOT 153	9:00 a.m. – 1:50 p.m.	To 05/22/13	Richard Mariani
Vallejo Center – 131	Costco Wholesale	6:30 p.m. – 9:30 p.m.	<i>Chairs setup audience style facing screen</i>	Kelly Smith
Vacaville Center – 114	FIRE 161	8:00 a.m. – 6:30 p.m.	To 03/24/13	Frank Drayton

<u>Sunday March 24</u>				
1740	Dance Production Rehearsal	3:00 p.m. – 6:00 p.m.	To 04/28/13	Melinda Grefaldia
Gym	Volleyball Clinic	7:30 a.m. – 6:00 p.m.	<i>2 hours custodial for clean up</i>	Darla Williams
Softball Field	Sorcerers Softball/SCC Softball Clinic	2:00 p.m. – 5:00 p.m.	To 03/24/13	Cheryl Mitchell
Vacaville Center – 114	FIRE 161	8:00 a.m. – 6:30 p.m.	To 03/24/13	Frank Drayton