



Weekly Facilities Memo

Monday, April 7 – Sunday, April 13, 2014

Room	Event	Date & Time	End Date	Contact Person
Monday April 7				
<u>Evening Administrator – Barbara Fountain 707-724-0799</u>				
101	Drop-in Writing Lab	10:30 a.m. – 10:50 a.m.	To 05/19/14	Joshua Scott
103A	Nursing – Final	9:00 a.m. – 12:00 p.m.		Glenn Burgess
303	Chemistry Discussions	11:00 a.m. – 12:00 p.m.	To 05/19/14	Maria Santiago
307	Office Hours	1:00 p.m. – 2:30 p.m.	To 05/19/14	James Word
414	ORM Meeting	10:30 a.m. – 12:00 p.m.		Shemila Johnson
501	Faculty Meeting	3:00 p.m. – 5:00 p.m.		Marylou Fracisco
714	French Teachers Meeting	4:30 p.m. – 5:30 p.m.		Lorna Marlow-Munoz
736	Muslim Student Association	1:19 p.m. – 2:10 p.m.	To 05/19/14	Ballesteros/Guidry
736	Muslim Student Association	4:39 p.m. – 5:30 p.m.	To 05/19/14	Ballesteros/Guidry
736	Muslim Student Association	7:13 p.m. – 8:00 p.m.	To 05/19/14	Ballesteros/Guidry
807B	Nursing	9:00 a.m. – 3:15 p.m.	To 04/14/14	Valerie Ozsu
1421	Election Committee Meeting	11:00 a.m. – 2:00 p.m.		Dena Hudson
1421	Academic Senate Meeting	3:00 p.m. – 5:00 p.m.		Connie Adams
1400 Lobby	BSU Bake Sale	9:30 a.m. – 1:00 p.m.		Dena Hudson
Back half of Cafeteria	Orientation for Accepted Nursing Students	1:00 p.m. – 4:00 p.m.		Janet Schwartz
1521	First Year Experience Small Group Tutoring	8:00 a.m. – 8:50 a.m.	To 05/19/14	Corrine Kirkbride
1646	Office Hours	12:00 p.m. – 1:00 p.m.	To 05/19/14	Barry Bussewitz
Gym	Badminton Clinic - Open Gym	5:00 p.m. – 8:00 p.m.	To 05/19/14	Becky Lum
1739	Dance Production Class	1:00 p.m. – 4:30 p.m.	To 05/20/14	Ginger Cain
1775	Off-Season Conditioning	1:50 p.m. – 2:50 p.m.	To 05/19/14	Jeff Cardinal
Pool	Solano Aquatic Sea Otters (SASO)	4:15 p.m. – 6:30 p.m.	To 04/10/14	Paul Mazzarelle
Softball Field	Softball Practice	12:45 p.m. – 4:30 p.m.	To 05/20/14	Terri Pearson-Bloom
Tennis Courts	Cello Tennis	9:00 a.m. – 8:15 p.m.		Phil Cello

*1 table/2 chairs by ATM
See Myron or JJ for setup*

Monday April 7 (con't)

Evening Administrator – Barbara Fountain 707-724-0799

Vacaville Annex – 102	Math 320	12:00 p.m. – 5:00 p.m.	To 05/19/14	Crystal Dezwann
Vallejo Center – 121	Sonoma State Classes	6:00 p.m. – 9:00 p.m.	To 05/15/14	Sonoma State
Vallejo Center – 124	English Writing Lab	10:00 a.m. – 12:00 p.m.	To 05/19/14	Eng. Department
Vallejo Center – 124	Drop-in Writing Lab	12:00 p.m. – 2:00 p.m.	To 05/19/14	Eng. Department

Tuesday April 8

Evening Administrator – Kimo Calilan 707-724-0799

101	Drop-In Writing Lab	9:30 a.m. – 2:00 p.m.	To 05/20/14	Joshua Scott
101	Drop-In Math Tutoring – Algebra	11:00 a.m. – 11:45 a.m.	To 05 /20/14	Charles Spillner
414	Sustainability Advisory Committee Meeting	3:30 p.m. – 5:00 p.m.		Sandra Diehl
444	CSEA Ratification	3:00 p.m. – 3:30 p.m.		Debbie Luttrell-Williams
445	MESA Math Challenging Testing	3:00 p.m. – 5:00 p.m.		Dena Hudson
445	Beginning Introductory Guitar	7:00 p.m. – 9:00 p.m.	To 04/08/14	Cheryl Warren
503	Curriculum Committee Meeting	1:45 p.m. – 3:45 p.m.	To 05/13/14	Erin Moore
736	Muslim Student Association	4:39 p.m. – 5:30 p.m.	To 05/20/14	Ballesteros/Guidry
736	Muslim Student Association	7:13 p.m. – 8:00 p.m.	To 05/20/14	Ballesteros/Guidry
804, 806, 1626, 1879	Speech Practice	1:00 p.m. – 4:00 p.m.	To 05/20/14	Ana Petero
1239	Solano Choral Society	7:00 p.m. – 10:00 p.m.	To 05/13/14	Kristy Juliano
1421	ASSC Activities Committee Meeting	10:00 a.m. – 12:00 p.m.		Dena Hudson
1421	ASSC Meeting	12:30 p.m. – 4:30 p.m.		Dena Hudson
1400 Lobby	Grandparent Support Group	9:00 a.m. – 4:00 p.m.		Dena Hudson
1400 Lobby	BSU Bake Sale	9:30 a.m. – 1:00 p.m.		Dena Hudson
1400 Lobby	BSU Entertainment	9:30 a.m. – 1:00 p.m.		Dena Hudson
1400 Lobby	Academic Success In Reach	10:00 a.m. – 2:30 p.m.		Dena Hudson
Back half of Cafeteria	Jazz Band	7:00 p.m. – 10:00 p.m.	To 05/13/14	Tim Acosta
1526, 1528	Math Tutoring	12:00 p.m. – 1:00 p.m.	To 05/15/14	Doug Pierce
1527	Office Hours	5:45 p.m. – 6:00 p.m.	To 05/13/14	Slawomir Sieminski
1528	Office Hours	5:30 p.m. – 6:00 p.m.	To 05/15/14	Glenn Scott
1646	Office Hours/Prep Time	12:20 p.m. – 1:00 p.m.	To 05/20/14	Karen McCord
1738	Muslim Student Association	1:19 p.m. – 2:10 p.m.	To 05/20/14	Ballesteros/Guidry
1739	Dance Production Class	1:00 p.m. – 4:30 p.m.	To 05/20/14	Ginger Cain
1746	Softball Study Hall	9:00 a.m. – 11:00 a.m.	To 05/20/14	Terri Pearson-Bloom
1746	Project HYPE	12:00 p.m. – 2:00 p.m.	To 05/20/14	Lily Espinoza
Gym	Volleyball	6:00 p.m. – 8:00 p.m.		Darla Williams
Pool	Solano Aquatic Sea Otters (SASO)	4:15 p.m. – 6:30 p.m.	To 04/10/14	Paul Mazzarelle

*1 table/1 chair by bake sale
1 table/2 chairs in front of rollup door
Between restrooms
1 table/1 chair by ATM*

Tuesday April 8 (con't)

Evening Administrator – Kimo Calilan 707-724-0799

Baseball Field	Napa Valley College vs. SCC	2:00 p.m. – 6:00 p.m.		Scott Stover
Vallejo Center – 121	Sonoma State Classes	6:00 p.m. – 9:00 p.m.	To 05/15/14	Sonoma State

Vallejo Center – 124	Drop-in Writing Lab	12:00 p.m. – 2:00 p.m.	To 05/15/14	Eng. Department
Vallejo Center – 133	ASSC Meeting	12:00 p.m. – 4:00 p.m.		Jose Ballesteros

Wednesday April 9

Evening Administrator – Peter Cammish 707-724-0799

101	Drop-In Math Tutoring – Algebra	9:30 a.m. – 10:30 a.m. & 12-12:50 p.m.	To 05/20/14	Charles Spillner
101	Drop-In Writing Lab	10:30 a.m. – 1:30 p.m.	To 05/20/14	Joshua Scott
307	Office Hours	1:00 p.m. – 2:30 p.m.	To 05/19/14	James Word
414	CSEA – Voting	1:00 p.m. – 2:00 p.m.		Debbie Luttrell-Williams
414	Outreach Meeting	4:00 p.m. – 5:30 p.m.		Shemila Johnson
431	EOPS Celebration	9:00 a.m. – 2:00 p.m.		Cynthia Simon
443	CSEA General Membership Meeting	12:00 p.m. – 1:00 p.m.		Donna Luttrell-Williams
443	FYSI Homeroom	3:00 p.m. – 5:00 p.m.	To 05/14/14	Kamber Sta. Maria
445	Gamers Club	1:00 p.m. – 3:00 p.m.		Mark Berrett
702	Muslim Student Association	7:13 p.m. – 8:00 p.m.	To 05/14/14	Ballesteros/Guidry
736	Poetry Club Meetings	11:00 a.m. – 12:00 p.m.	To 05/14/14	Tracy Schneider
736	Muslim Student Association	1:19 p.m. – 2:10 p.m.	To 05/14/14	Ballesteros/Guidry
736	Muslim Student Association	4:39 p.m. – 5:30 p.m.	To 05/14/14	Ballesteros/Guidry
811	HS 52	2:00 p.m. – 3:00 p.m. & 5:50- 7 p.m.	To 05/14/13	Joana McIlvery
902	Faculty Technology Group Meeting	2:00 p.m. – 3:30 p.m.	To 05/14/14	Dale Crandall-Bear
1245	Beginning Steel Drum	6:00 p.m. – 10:00 p.m.	To 05/20/14	Derek Smith
1421	Young Americans for Liberty	10:00 a.m. – 2:00 p.m.		Dena Hudson
1400 Lobby	Japanese Art & Culture Club Bake Sale	9:00 a.m. – 2:00 p.m.		Dena Hudson
1400 Lobby	YAL Info Table	10:00 a.m. – 2:00 p.m.		Dena Hudson
1400 Lobby	Academic Success In Reach	10:00 a.m. – 2:30 p.m.		Dena Hudson
1400 Lobby	UMOJA Food Sale	12:00 p.m. – 3:00 p.m.		Dena Hudson
1400 Lobby	SHC Outreach	11:00 a.m. – 1:00 p.m.		Dena Hudson
Faculty/Staff Lounge	Adjunct Faculty Workshop for Retirement	4:00 p.m. – 6:00 p.m.		Dave Pyle
1521	First Year Experience Small Group Tutoring	8:00 a.m. – 8:50 a.m.	To 05/19/14	Corrine Kirkbride
1525	Math 104	7:50 p.m. – 8:50 p.m.	To 05/14/14	Hector Rodriguez
1531	Office Hours	9:00 p.m. – 9:30 p.m.	To 05/14/14	Adrian Antoo
1739	Dance Production Class	1:00 p.m. – 4:30 p.m.	To 05/20/14	Ginger Cain
1775	Off-Season Conditioning	1:50 p.m. – 2:50 p.m.	To 05/19/14	Jeff Cardinal

Open rollup door
2 tables/3 chairs between restrooms
1 table/1 chair in front of rollup door
1 table/ 1 chair between restrooms & cafeteria doors
1 table/2 chairs by ATM
1 table/1 chair by UMOJA

Wednesday April 9(con't)

Evening Administrator – Peter Cammish 707-724-0799

Gym	Volleyball	6:00 p.m. – 8:30 p.m.	To 04/30/14	Darla Williams
Pool	Solano Aquatic Sea Otters (SASO)	4:15 p.m. – 6:30 p.m.	To 04/10/14	Paul Mazzarelle
Softball Field	Softball Practice	12:45 p.m. – 4:30 p.m.	To 05/20/14	Terri Pearson-Bloom
Softball Field	Nor Cal Elite Softball	4:00 p.m. – 8:00 p.m.	To 12/17/14	Pearson/Cameron

Tennis Courts 1855	Cello Tennis	9:00 a.m. – 6:15p.m.		Phil Cello
Campus Lane – 1 st Floor	Basic Auto Body Repair	6:00 p.m. – 10:00 p.m.	To 04/30/14	James Ackman
Vacaville Center Lobby	Shared Governance Meeting	2:00 p.m. – 4:00 p.m.	Setup requested by 1 p.m.	Laurie Gorman
Vacaville Annex – 102	Transfer Center – “Answers for Transfers”	11:00 a.m. – 12:00 p.m.	To 05/20/14	SCC Counselors
Vallejo Center Lobby	Math 320	12:00 p.m. – 5:00 p.m.	To 05/19/14	Crystal Dezwann
Vallejo Center – 124	Transfer Center – “Answers for Transfers”	9:00 a.m. – 10:00 a.m.	To 05/20/14	SCC Counselors
Vallejo Center – 124	English Writing Lab	10:00 a.m. – 12:00 p.m.	To 05/14/14	Eng. Department
Vallejo Center – 124	Drop-in Writing Lab	12:00 p.m. – 2:00 p.m.	To 05/14/14	Eng. Department
Vallejo Center – 129	Financial Aid Internet Café	4:00 p.m. – 6:00 p.m.		Maureen Mason-Muyco

Thursday April 10

Evening Administrator – John Yu 707-724-0799

101	Drop-In Writing Lab	9:30 a.m. – 2:00 p.m.	To 05/20/14	Joshua Scott
101	Drop-In Math Tutoring – Algebra	11:00 a.m. – 11:45 a.m.	To 05 /20/14	Charles Spillner
155	VA Vocational Rehab Counseling	11:30 a.m. – 4:00 p.m.		Amy Utt
303	Chemistry Discussions	12:00 p.m. – 2:00 p.m.	To 05/15/14	Maria Santiago
414	VP Academic Affairs Interviews	8:00 a.m. – 6:00 p.m.	Please open @ 8 a.m.	Laura Convento
431	Umoja	10:00 a.m. – 4:00 pm.		Karen McCord
444	DSP New Student Orientation	4:00 p.m. – 5:00 p.m.		Sidne Parker
445	MESA Math Challenging Testing	3:00 p.m. – 5:00 p.m.		Dena Hudson
703, 804, 1626, 1633	Speech Practice	1:00 p.m. – 4:00 p.m.	To 05/20/14	Ana Petero
706	Poetry Club Meeting	1:00 p.m. – 2:00 p.m.	To 05/15/14	Tracy Schneider
714	Ashland Class	6:00 p.m. – 9:00 p.m.	Open @ 6 p.m.	Kathy Rosengren
736	Muslim Student Association	4:39 p.m. – 5:30 p.m.	To 05/15/14	Ballesteros/Guidry
736	Muslim Student Association	7:13 p.m. – 8:00 p.m.	To 05/15/14	Ballesteros/Guidry
806	Muslim Student Association	1:19 p.m. – 2:10 p.m.	To 05/19/14	Ballesteros/Guidry
811	Local 39 Union Meeting	3:30 p.m. – 4:30 p.m.		Connie Barron-Griffin
902	VA Vocational Rehab Counseling	8:00 a.m. – 5:00 p.m.	Please open @ 8 a.m.	Amy Utt
1301	School of Liberal Arts Meeting	2:30 p.m. – 4:00 p.m.		Donna Meyer
1421	ICCC Meeting	12:00 p.m. – 2:00 p.m.		Dena Hudson

Thursday April 10(con't)

Evening Administrator – John Yu 707-724-0799

1421	Procedural Review Meeting	3:30 p.m. – 5:00 p.m.		Dena Hudson
1400 Lobby	Mary Kay	9:00 a.m. – 3:00 p.m.		Dena Hudson
1400 Lobby	Fairfield Community Seventh Day Adventist Church	10:00 a.m. – 3:00 p.m.	1 table/2 chairs by ATM	Dena Hudson
Back half of Cafeteria	Voc Tech Meeting	9:00 a.m. – 11:00 a.m.	In front of rollup door/pizza giveaway	Maire Morinec
1526, 1528	Math Tutoring	1:00 p.m. – 2:00 p.m.	Classroom style	Doug Pierce
1528	Office Hours	5:30 p.m. – 6:00 p.m.	To 05/15/14	Glenn Scott
			To 05/15/14	

1530	Math Division Meeting	1:00 p.m. – 2:00 p.m.		Sal Abbate
1634, 1879	Speech Practice	1:00 p.m. – 4:00 p.m.	To 05/15/14	Ana Petero
1738	Grievance Meeting	4:30 p.m. – 6:00 p.m.		Darla Williams
1739	Dance Production Class	1:00 p.m. – 4:30 p.m.	To 05/20/14	Ginger Cain
Gym	Volleyball	6:00 p.m. – 8:30 p.m.		Darla Williams
Pool	Solano Aquatic Sea Otters (SASO)	4:15 p.m. – 6:30 p.m.	To 04/10/14	Paul Mazzarelle
Track	Leukemia & Lymphoma Society	6:30 p.m. – 7:30 p.m.	<i>Track lights on @ 6:15p.m. /Open restrooms</i>	Maricris Rosario
Softball Field	Mendocino College vs. SCC	1:00 p.m. – 6:00 p.m.		Terri Pearson-Bloom
Tennis Courts	Cello Tennis	1:00 p.m. – 6:15 p.m.		Phil Cello
1860	Project HYPE	12:00 p.m. – 2:00 p.m.	To 05/15/14	Lily Espinoza
Vacaville Annex – 104	RN Information Workshop	5:00 p.m. – 6:45 p.m.		Amy Gaylor
Vacaville Center Lobby	Brandman University Information Table	9:00 a.m. – 11:00 a.m.		Rhea Johnson
Vacaville Center – 105	Student Health Center – Nurses Visit	4:30 p.m. – 6:00 p.m.		Deborah Summers-Collins
Vallejo Center – 121	Sonoma State Classes	6:00 p.m. – 9:00 p.m.	To 05/15/14	Sonoma State
Vallejo Center – 124	Drop-in Writing Lab	12:00 p.m. – 2:00 p.m.	To 05/15/14	Eng. Department

Friday April 11

101	Drop-In Math Tutoring – Algebra	12:00 p.m. – 12:50 p.m.	To 05 /20/14	Charles Spillner
101	Drop-In Writing Lab	10:30 a.m. – 1:30 p.m.	To 05/20/14	Joshua Scott
101	Drop-In Math Tutoring – Pre-Algebra	11:00 a.m. – 11:45 a.m.	To 05 /20/14	Charles Spillner
301	Office Hours	1:00 p.m. – 3:00 p.m.	To 05/16/14	Russell Primer
306	Office Hours	2:00 p.m. – 4:00 p.m.	To 05/16/14	James Word
414	SVO Meeting	12:00 p.m. – 1:00 p.m.		Amy Utt
444	Admissions & Records	1:00 p.m. – 2:30 p.m.		Barbara Fountain
501	League of Legends Club	12:00 p.m. – 4:00 p.m.	To 05/16/14	Debbie Luttrell-Williams
502	Typing Test Certificates	2:30 p.m. – 3:00 p.m.	To 05/09/14	Pat Ceja
712	Political Science Study Hall	10:00 a.m. – 11:00 a.m.	To 05/16/14	Joel Powell
714	French Club	12:00 p.m. – 1:00 p.m.	To 05/16/14	Lorna Marlow-Munoz
811	Nursing – Final	9:00 a.m. – 11:00 a.m.		Valerie Ozsú

Friday April 11

Theatre	Moon Over Buffalo – Opening Night	6:00 p.m. – 11:00 p.m.	<i>Performance 8 p.m.</i>	Adam Wayne Gistarb
1421	Gamers Club Meeting	1:00 p.m. – 3:00 p.m.		Dena Hudson
1521	First Year Experience Small Group Tutoring	8:00 a.m. – 8:50 a.m.	To 05/19/14	Corrine Kirkbride
1739	Dance Production Class	1:00 p.m. – 4:30 p.m.	To 05/20/14	Ginger Cain
Pool	Solano Aquatic Sea Otters (SASO)	4:15 p.m. – 6:30 p.m.	To 04/10/14	Paul Mazzarelle
Softball Field	Softball Practice	12:45 p.m. – 4:30 p.m.	To 05/20/14	Terri Pearson-Bloom
Tennis Courts	Cello Tennis	10:00 a.m. – 6:15 p.m.		Phil Cello
Vacaville Annex – 102	Math 320	12:00 p.m. – 3:00 p.m.	To 05/19/14	Crystal Dezwann
Vacaville Annex – 108	Operation Entrepreneurship	9:00 a.m. – 4:00 p.m.		Charles Rieger

Vacaville Center – 140 Breakfast for High School Principals
Vallejo Center – 124 English Writing Lab
Vallejo Center – 129 Assessment Testing

7:00 a.m. – 10:30a.m.
10:00 a.m. – 12:00 p.m.
9:30 a.m. – 1:30 p.m.

Setup for 75 people
To 05/16/14

Appointments required/valid photo ID/SCC ID #

Shemila Johnson
Eng. Department
John Siefert

130 English Lab
307 BIO 014
808, 809 EMT 213
Theatre Moon Over Buffalo – Performance
1303 ART 016
1315 ART 020
Tennis Courts STEF Junior Tournament
Baseball Field Napa Valley College vs. SCC
1815 PHOT 052
Parking Lot 6 Suisun Fire Protection District

Saturday April 12

9:00 a.m. – 12:30 p.m.
9:00 a.m. – 11:50 a.m.
8:00 a.m. – 5:15 p.m.
6:00 p.m. – 10:00 p.m.
9:30 a.m. – 3:45 p.m.
9:00 a.m. – 4:50 p.m.
8:00 a.m. – 5:00 p.m.
1:00 p.m. 4:00 p.m.
10:00 a.m. – 2:50 p.m.
8:00 a.m. – 5:00 p.m.

Open exterior doors only
To 05/20/14

Performance 2 p.m. & 8 p.m.
To 05/20/14
To 05/10/14

To 05/20/14

Please put barricades up on Friday p.m.

Neil Glines
Ann Hefner-Gravink
Michael Modrich
Adam Wayne Gistarb
Kate Delos
Marc Pandone
Phil Cello
Scott Stover
Ronald Zak
Chief Ronald Glantz

808, 809 EMT 213
Theatre Moon Over Buffalo – Performance
Gym Spring Dynamic Player Development Clinic
Softball Field Nor Cal Elite Softball
Tennis Courts STEF Junior Tournament

Sunday April 13

8:00 a.m. – 5:15 p.m.
12:00 p.m. – 11:00 p.m.
1:00 p.m. – 4:00 p.m.
8:00 a.m. – 2:00 p.m.
8:00 a.m. – 5:00 p.m.

Performance 2 p.m.
To 12/21/14

Michael Modrich
Adam Wayne Gistarb
Matt Borchert
Pearson/Cameron
Phil Cello