



# Weekly Facilities Memo

Monday, December 15 – Sunday, December 21, 2014

Room	Event	Date & Time	End Date	Contact Person
<u>Monday December 15</u>				
Evening Administrators:				
Fairfield Campus: Neil Glines (707-724-0799)				
Vallejo Center: Shemila Johnson (707-330-2723)				
Vacaville Center: Roger Clague (707-330-2723)				
101	Drop-in Math Lab – Algebra	10:00 a.m. – 11:00 a.m.		Math Tutors/Faculty
101	Drop-in Chemistry Tutoring	10:30 a.m. – 12:30 p.m.		Chemistry Faculty
101	Drop-in Math Lab – Calculus	11:00 a.m. – 1:00 p.m. & 3:30 – 4:30 p.m.		Math Tutors/Faculty
101	Drop-in Writing Lab	10:00 a.m. – 11:30 a.m. & 12 – 1:30 p.m.		English Faculty
101	Drop-in Physic Tutoring	1:00 p.m. – 3:00 p.m.		Physic Tutor/Faculty
414	Student Ambassador Meeting	1:00 p.m. – 3:00 p.m.		Shemila Johnson
431	Admission & Records	12:00 p.m. – 2:00 p.m.		Tonya Kent
442	Assessment Testing	1:00 p.m. – 3:00 p.m. & 5 – 7 p.m.	To 12/16/14	Nazia Mostafa
443	Foster Kinship Care Education	5:30 p.m. – 9:30 p.m.	<i>Open @ 5:30p.m.</i>	Dottie Fair
444	Office Hours	8:20 a.m. – 9:00 a.m.	To 12/15/14	Poupak Khazaeli Parsa
446	COUN 050	9:00 a.m. – 9:50 a.m. <i>Open @ 9a.m.</i>	To 12/16/14	Jeff Young
446	COUN 050	1:00 p.m. – 1:50 pm. <i>Open @ 1p.m.</i>	To 12/16/14	Jeff Young
701	High School Early College Students	8:15 a.m. – 9:15 a.m. & 2:15 – 3:15 p.m.	To 12/16/14	Charles Spillner
707	Student Success Meeting	12:00 p.m. – 1:00 p.m. <i>Open @ 11:55a.m.</i>	To 12/15/14	Natalie Bradley
801	Final Exam	12:30 p.m. – 4:30 p.m.		Danielle Widemann
806	FYE Supplemental Instruction	11:00 a.m. – 12:00 p.m.	To 12/15/14	Tracy Schneider
902	Make –Up Exam	12:00 p.m. – 4:30 p.m.		Danielle Widemann
Faculty/Staff Lounge	French Club Holiday Dinner	5:00 p.m. – 8:00 p.m.		Lorna Marlow-Munoz
Back half of Cafeteria	Nursing Class	8:00 a.m. – 12:05 p.m.	To 12/15/14	Maurice McKinnon
1521	First Year Experience Small Group Tutoring	11:00 a.m. – 11:50 a.m.	To 12/15/14	Corrine Kirkbride
1526	First Year Experience Small Group Tutoring	8:00 a.m. – 8:50 a.m.	To 12/15/14	Corrine Kirkbride

Monday December 15 (con't)

Evening Administrators:

Fairfield Campus: Neil Glines (707-724-0799)

Vallejo Center: Shemila Johnson (707-330-2723)

Vacaville Center: Roger Clague (707-330-2723)

1528	Linear Algebra Review Session	3:30 p.m. – 4:30 p.m.	To 12/15/14	Doug Pierce
1746	Women's Soccer	2:30 p.m. – 4:00 p.m.	To 12/15/14	Jeff Cardinal
1775	Women's Soccer	12:30 p.m. – 1:30 p.m.	To 12/15/14	Jeff Cardinal
1779	Softball Training	12:00 p.m. – 6:00 p.m.	To 12/16/14	Penelope Crouse-Feehan
Pool	SASO	4:15 p.m. – 6:30 p.m.	To 12/19/14	Paul Mazzarelle
Tennis Courts	Cello Tennis	8:00 a.m. – 8:15 p.m.		Phil Cello
Old Football Practice Field	North Bay Elite Futbol Club (NBEFC)	5:00 p.m. – 8:00 p.m. <i>Please mow field</i>	To 03/31/15	Mani Salimpour
Vacaville Center – 114	Biotech Users – Focus Meeting	10:30 a.m. – 1:00 p.m.	To 12/15/14	Lisa Dixon
Vacaville Center – 138	Drop-in Writing Lab	12:00 p.m. – 1:30 p.m.		English Faculty
Vallejo Center – 124	Drop-in Writing Lab	12:00 p.m. – 1:00 p.m.	To 12/16/14	English Faculty
Vallejo Center – 124/125	Late Night Study Session	9:00 p.m. – 12:00 a.m.		Mark Taylor
Vallejo Center – 129	Assessment Testing	9:30 a.m. – 1:00 p.m. <i>By appointment only/Photo ID/SCCID # required</i>		John Siefert

Tuesday, December 16

Evening Administrators:

Fairfield Campus: Eric Thelen (707-724-0799)

Vacaville Center: Maire Morinec (707-330-2723)

101	Drop-in Physic Tutoring	8:00 a.m. – 11:00 a.m.		Physic Tutor/Faculty
101	Drop-in Chemistry Tutoring	10:30 a.m. – 2:00 p.m.		Chuck Spillner
101	Drop-in Math Lab – Calculus	11:00 a.m. – 1:00 p.m. & 3:30 – 4:30 p.m.		Math Tutors/Faculty
101	Drop-in Writing Lab	11:00 a.m. – 2:00 p.m.		English Faculty
101	Drop-in Math Lab – Algebra	1:00 p.m. – 2:00 p.m.		Math Tutors/Faculty
103A	Admissions & Records	10:00 a.m. – 4:00 p.m.		Barbara Fountain
121	Pre-Production Work/Public Announcements	1:00 p.m. – 5:00 p.m.	To 12/16/14	Greg Poff
414	Catalog Committee Meeting	1:00 p.m. – 2:30 p.m.		Erin Moore
431	Math/Science Meeting	2:00 p.m. – 3:00 p.m.		Danielle Gonzalez
442	Assessment Testing	1:00 p.m. – 3:00 p.m. & 5 - 7 p.m.	To 12/16/14	Nazia Mostafa
443	Foster Kinship Care Education	5:30 p.m. – 9:30 p.m.	<i>Open @ 5:30 p.m.</i>	Dottie Fair
444	Office Hours	12:15 p.m. – 1:00 p.m.	To 12/16/14	Patrick Grant
444	Final Exam	6:00 p.m. – 8:00 p.m.		Francisco Goes da Silva
501	Financial Literacy Workshop	2:30 p.m. – 4:30 p.m.		Brittany Smith
701	High School Early College Students	8:15 a.m. – 9:15 a.m. & 2:15 – 3:15 p.m.	To 12/16/14	Charles Spillner
714	Orientation	5:30 p.m. – 8:00 p.m.	<i>Open @ 5:30 p.m.</i>	Lisa Ramos
812	Final Exam	1:30 p.m. – 3:30 p.m.	<i>Open @ 1:30 p.m.</i>	Patricia Itaya

Tuesday, December 16 (con't)

Evening Administrators:

Fairfield Campus: Eric Thelen (707-724-0799)

Vacaville Center: Maire Morinec (707-330-2723)

902	Administrative Assistants Meeting	2:00 p.m. – 3:30 p.m.		Janet Schwartz
1239	Solano Choral Society	7:00 p.m. – 9:50 p.m.	To 12/16/14	Kristy Juliano
Faculty/Staff Lounge	Grant AB 86	3:00 p.m. – 5:00 p.m.	To 12/16/14	Leslie Fay
1527	Algebra Review Session	2:30 p.m. – 3:30 p.m.	To 12/16/14	Doug Pierce
1527	Pre-Calculus Review Session	3:30 p.m. – 4:30 p.m.	To 12/16/14	Doug Pierce
1530	Office Hours	5:30 p.m. – 6:00 p.m.	To 12/16/14	Glenn Scott
1626	Nature of Sound Club	1:00 p.m. – 4:00 p.m.	To 12/16/14	Lavonne Slaton
1705	Men's Basketball	2:30 p.m. – 3:30 p.m.	To 12/16/14	John Nagle
1738	Softball Team	4:30 p.m. – 5:30 p.m.	To 12/16/14	Penelope Crouse-Feehan
1746	Men's Basketball	3:30 p.m. – 4:30 p.m.	To 12/16/14	John Nagle
1779	Softball Training	12:00 p.m. – 6:00 p.m.	To 12/16/14	Penelope Crouse-Feehan
Gym	Volleyball Practice	6:30 p.m. – 9:15 p.m.		Darla Williams
Pool	SASO	4:15 p.m. – 6:30 p.m.	To 12/19/14	Paul Mazzarelle
Softball Field	Softball Class	1:00 p.m. – 5:30 p.m.	<i>Drag dirt &amp; paint foul lines</i>	Terri Pearson-Bloom
Softball Field	Nor Cal Elite Softball	4:00 p.m. – 8:00 p.m.	To 12/21/14	Pearson/Cameron
Tennis Courts	Cello Tennis	8:00 a.m. – 8:15 p.m.		Phil Cello
Old Football Practice Field	North Bay Elite Futbol Club (NBEFC)	5:00 p.m. – 8:00 p.m.	To 03/31/15	Mani Salimpour
1860	Make-Up Exam	9:30 a.m. – 11:30 a.m.		Vince Webster
1877	Solano College Faculty Association	2:00 p.m. – 4:00 p.m.		James DeKloe

Wednesday December 17

414	Interviews for Lead Engineer	9:00 a.m. – 3:00 p.m.		Salvatore Abbate
414	Early College High School Meeting	3:00 p.m. – 5:00 p.m.		Jose Ballesteros
431	Foundation Scholarship Meeting	2:30 p.m. – 3:30 p.m.		Karen Mitchell
445	Student Success Meeting	1:00 p.m. – 2:00 p.m.	To 12/17/14	Natalie Bradley
Boardroom	Ribbon Cutting, Reception, Board Meeting	6:00 p.m. – 10:00 p.m.	<i>See JJ or Myron for setup</i>	Judy Spencer
707, 708	Early College High School	8:00 a.m. – 3:00 p.m.	<i>Open @ 8 a.m.</i>	Laurie Gorman
902	Chemistry Users – Focus Meeting	11:00 a.m. – 1:00 p.m.		Lisa Dixon
Faculty/Staff Lounge	Measure Q Steering Committee Meeting	4:00 p.m. – 5:00 p.m.		Dr. Jowel Laguerre
Gym	Men's & Women's Basketball Practice	8:00 a.m. – 2:00 p.m.	To 01/11/12	Borchert/Nagle
Gym	Volleyball Practice	6:00 p.m. – 8:00 p.m.		Darla Williams
Pool	SASO	4:15 p.m. – 6:30 p.m.	To 12/19/14	Paul Mazzarelle
Softball Field	Nor Cal Elite Softball	4:00 p.m. – 8:00 p.m.	To 12/17/14	Pearson/Cameron
Tennis Courts	Cello Tennis	8:00 a.m. – 8:15 p.m.		Phil Cello
Old Football Practice Field	North Bay Elite Futbol Club (NBEFC)	5:00 p.m. – 8:00 p.m.	To 03/31/15	Mani Salimpour

**Thursday December 18**

**Evening Administrators:**

**Fairfield Campus: Deborah Mann (707-724-0799)**

**Vallejo Center: Erik Visser (707-317-3148)**

155	IT	2:00 p.m. – 3:00 p.m.			Evette Nichols
414	DSP New Student Orientation	4:00 p.m. – 5:00 p.m.		To 12/18/14	Sidne Parker
431	VA Vocational Rehab Counselor	10:00 a.m. – 3:00 p.m.			Amy Utt
707, 708	Early College High School	8:00 a.m. – 3:00 p.m.		<i>Open @ 8 a.m.</i>	Laurie Gorman
902	Biology User Group Meeting	8:00 a.m. – 10:00 a.m.	<i>Open @ 8a.m.</i>	To 01/29/15	Lisa Dixon
Gym	Men's & Women's Basketball Practice	8:00 a.m. – 2:00 p.m.		To 01/11/12	Borchert/Nagle
Gym	Volleyball Practice	6:30 p.m. – 9:00 p.m.			Darla Williams
Pool	SASO	4:15 p.m. – 6:30 p.m.		To 12/19/14	Paul Mazzarelle
Softball Field	Softball Class	1:00 p.m. – 5:30 p.m.		<i>Drag dirt &amp; paint foul lines</i>	Terri Pearson-Bloom
Softball Field	Nor Cal Elite Softball	3:00 p.m. – 7:00 p.m.		To 12/21/14	Pearson/Cameron
Old Football Practice Field	North Bay Elite Futbol Club (NBEFC)	5:00 p.m. – 8:00 p.m.		To 03/31/15	Mani Salimpour
Vallejo Center – 124	Drop-in Writing Lab	12:30 p.m. – 2:00 p.m.			English Faculty
Vallejo Center – 124/125	Late Night Study Session	9:00 p.m. – 12:00 a.m.			Mark Taylor
Campus Lane – 1 <sup>st</sup> Floor	HVAC & EMS Efficiency Weekly Update Meeting	1:00 p.m. – 2:00 p.m.			Lisa Dixon

**Friday December 19**

103A	Argos Reporting w/Research	9:00 a.m. – 12:00 p.m.			Evette Nichols
103A	Admissions & Records	1:00 p.m. – 4:00 p.m.			Barbara Fountain
707, 708	Early College High School	8:00 a.m. – 3:00 p.m.		<i>Open @ 8 a.m.</i>	Laurie Gorman
Faculty/Staff Lounge	Ministry of Education, China Delegation	8:00 a.m. – 4:00 p.m.			Shemila Johnson
Gym	Men's & Women's Basketball Practice	8:00 a.m. – 2:00 p.m.		To 01/11/12	Borchert/Nagle
Pool	SASO	4:15 p.m. – 6:30 p.m.		To 12/19/14	Paul Mazzarelle
Old Football Practice Field	North Bay Elite Futbol Club (NBEFC)	5:00 p.m. – 8:00 p.m.		To 03/31/15	Mani Salimpour

**Saturday December 20**

Faculty/Staff Lounge	KPS/3 Focus Group	11:00 a.m. – 2:00 p.m.			Shemila Johnson
Gym	Men's & Women's Basketball Practice	8:00 a.m. – 2:00 p.m.		To 01/11/12	Borchert/Nagle
Softball Field	Nor Cal Elite Softball	10:00 a.m. – 2:00 p.m.		To 12/21/14	Pearson/Cameron
Tennis Courts	Cello Tennis	8:00 a.m. – 8:00 p.m.			Phil Cello
Vacaville Center – 207	KPS/3 Focus Group	1:30 p.m. – 4:30 p.m.			Shemila Johnson
Vallejo Center – 122	KPS/3 Focus Group	9:00 a.m. – 12:00 p.m.			Shemila Johnson

Softball Field  
Softball Field  
Tennis Courts

Nor Cal Elite Softball  
Oakland Softball ASA  
Cello Tennis

Sunday December 21

8:00 a.m. – 2:00 p.m.  
2:00 p.m. – 6:00 p.m.  
8:00 a.m. – 8:00 p.m.

To 12/21/14  
To 12/21/14

Pearson/Cameron  
Penelope Crouse-Feeham  
Phil Cello