



# Weekly Facilities Memo

Monday, June 6 – Sunday, June 12, 2016

Room	Event	Date & Time	End Date	Contact Person
<b>Monday, June 6</b>				
155	GE File Evaluation	2:00 p.m. – 4:00 p.m.		Evette Nichols
306	BIO 004	9:25 a.m. – 11:55 a.m.	To 08/04/16	Lily Nosce
306	BIO 004	7:20 p.m. – 9:50 p.m.	To 08/04/16	Maria Cristina Young
307	BIO 005	9:00 a.m. -11:30 a.m.	To 08/04/16	James Long
414	Geology Adjunct Interview	10:00 a.m. – 11:00 a.m.		Amy Meachum
443	BIO 004	8:00 a.m. – 9:15 a.m.	To 08/04/16	Lily Nosce
443	BIO 004	6:00 p.m. – 7:15 p.m.	To 08/04/16	Maria Cristina Young
444	BIO 005	11:35 a.m. – 12:50 p.m.	To 08/04/16	James Long
503	Kitchell – Maintenance Upgrades	7:00 a.m. – 10:00 p.m.	To 08/12/16	Jason Yi
505	IT Upgrades	8:00 a.m. – 10:00 p.m.	To 06/12/16	Kimo Calilan
611	Deans Meeting	2:00 p.m. – 3:00 p.m.		Laura Convento
Pam Keith Conference Rm.	Technology	1:30 p.m. – 3:30 p.m.		Sandra Therrien
Honeychurch Boardroom	Ed Foundation Executive Board Meeting	4:30 p.m. – 7:00 p.m.	<i>Large w/15 chairs</i>	Curt Johnston
812	Kaplan Review for Nursing Students	9:00 a.m. – 4:00 p.m.		Janet Schwartz
Tennis Courts	Cello International Tennis Academy	8:00 a.m. – 8:15 p.m.	<i>Courts 7-12</i>	Phil Cello
Vallejo Center – 125	Assessment Testing	1:30 p.m. – 3:30 p.m.	<i>Appointments online/SCC ID/Photo ID required</i>	John Siefert
<b>Tuesday, June 7</b>				
306	BIO 004	9:25 a.m. – 11:55 a.m.	To 08/04/16	Lily Nosce
306	BIO 004	7:20 p.m. – 9:50 p.m.	To 08/04/16	Maria Cristina Young
307	BIO 005	9:00 a.m. -11:30 a.m.	To 08/04/16	James Long
308	Department of Veterans Affairs	7:30 a.m. – 5:00 p.m.	<i>Open @ 7:30 a.m. room 308 &amp; restrooms</i>	Patrick Carrow
443	BIO 004	8:00 a.m. – 9:15 a.m.	To 08/04/16	Lily Nosce
443	BIO 004	6:00 p.m. – 7:15 p.m.	To 08/04/16	Maria Cristina Young
444	BIO 005	11:35 a.m. – 12:50 p.m.	To 08/04/16	James Long
503	Kitchell – Maintenance Upgrades	7:00 a.m. – 10:00 p.m.	To 08/12/16	Jason Yi

505 IT Upgrades  
 Honeychurch Boardroom Kitchell – Interviews  
 Honeychurch Boardroom ALG Meeting  
 812 Kaplan Review for Nursing Students  
 Faculty/Staff Lounge Solano County Polling Place  
 Baseball Field Baseball Practice  
 Tennis Courts Cello International Tennis Academy  
 Vacaville Center – 208 Assessment Testing  
 Vallejo Center – MP Room Solano County Polling Place

306 BIO 004  
 306 BIO 004  
 307 BIO 005  
 308 Department of Veterans Affairs  
 443 BIO 004  
 443 BIO 004  
 444 BIO 005  
 444 Start-Up Benicia  
 501 Orientation  
 503 Kitchell – Maintenance Upgrades  
 505 IT Upgrades  
 Pam Keith Conference Rm. Management Meeting  
 Honeychurch Boardroom Management Meeting  
 Honeychurch Boardroom College Governance Council  
 812 Kaplan Review for Nursing Students  
 1102 Music Adjunct Interviews  
 1301 Maximizing Social Security  
 Baseball Field Baseball Practice  
 Tennis Courts Cello International Tennis Academy  
 Vallejo Center – 125 Assessment Testing

155 GE Validation  
 306 BIO 004  
 306 BIO 004  
 307 BIO 005  
 308 Department of Veterans Affairs

**Tuesday, June 7 (cont.)**

8:00 a.m. – 10:00 p.m.  
 9:00 a.m. – 1:00 p.m.  
 2:00 p.m. – 4:00 p.m.  
 9:00 a.m. – 4:00 p.m.  
 6:00 a.m. – 9:00 p.m.  
 2:00 p.m. – 7:00 p.m.  
 8:00 a.m. – 8:15 p.m.  
 5:00 p.m. – 7:00 p.m.  
 6:00 a.m. – 9:00 p.m.

**Wednesday, June 8**

9:25 a.m. – 11:55 a.m.  
 7:20 p.m. – 9:50 p.m.  
 9:00 a.m. -11:30 a.m.  
 7:30 a.m. – 5:00 p.m.  
 8:00 a.m. – 9:15 a.m.  
 6:00 p.m. – 7:15 p.m.  
 11:35 a.m. – 12:50 p.m.  
 6:00 p.m. – 9:00 p.m.  
 5:00 p.m. – 8:00 p.m.  
 7:00 a.m. – 10:00 p.m.  
 8:00 a.m. – 10:00 p.m.  
 9:00 a.m. – 12:00 p.m.  
 9:00 a.m. – 12:00 p.m.  
 2:00 p.m. – 4:00 p.m.  
 9:00 a.m. – 4:00 p.m.  
 8:00 a.m. – 6:00 p.m.  
 5:30 p.m. – 9:15 p.m.  
 2:00 p.m. – 7:00 p.m.  
 8:00 a.m. – 8:15 p.m.  
 9:30 a.m. – 11:30 a.m.

**Thursday, June 9**

2:00 p.m. – 4:00 p.m.  
 9:25 a.m. – 11:55 a.m.  
 7:20 p.m. – 9:50 p.m.  
 9:00 a.m. -11:30 a.m.  
 7:30 a.m. – 5:00 p.m.

To 06/12/16

*See JJ for setup*

*Classroom style for 30 people*

*Using cages*

*Courts 7-12*

*Need duty officer @ 5p.m. until closing*

To 08/04/16

To 08/04/16

To 08/04/16

*Open @ 7:30 a.m. room 308 & restrooms*

To 08/04/16

To 08/04/16

To 08/04/16

To 06/08/16

*Open @ 5p.m.*

To 08/12/16

To 06/12/16

To 12/14/16

*Large w/20 chairs*

*Open @ 5:30p.m.*

*Using cages*

*Courts 7-12*

*Appointments online/SCC ID/Photo ID required*

Kimo Calilan  
 Laura Scott  
 Sandra Therrien  
 Janet Schwartz  
 Solano County  
 Scott Stover  
 Phil Cello  
 Shemila Johnson  
 Solano County

Lily Nosce  
 Maria Cristina Young  
 James Long  
 Patrick Carrow  
 Lily Nosce  
 Maria Cristina Young  
 James Long  
 Blair Abee  
 Admissions Staff  
 Jason Yi  
 Kimo Calilan  
 Sandra Therrien  
 Sandra Therrien  
 Sandra Therrien  
 Janet Schwartz  
 Kristy Juliano  
 Keith James  
 Scott Stover  
 Phil Cello  
 John Siefert

Evette Nichols  
 Lily Nosce  
 Maria Cristina Young  
 James Long  
 Patrick Carrow

<u>Thursday, June 9 (cont.)</u>				
443	BIO 004	8:00 a.m. – 9:15 a.m.	To 08/04/16	Lily Nosce
443	BIO 004	6:00 p.m. – 7:15 p.m.	To 08/04/16	Maria Cristina Young
444	BIO 005	11:35 a.m. – 12:50 p.m.	To 08/04/16	James Long
443	Academic Success Center Staff Meeting	12:00 p.m. – 2:00 p.m.		Shawn Carney
503	Kitchell – Maintenance Upgrades	7:00 a.m. – 10:00 p.m.	To 08/12/16	Jason Yi
505	IT Upgrades	8:00 a.m. – 10:00 p.m.	To 06/12/16	Kimo Calilan
611	Fiscal Services Meeting	9:00 a.m. – 12:00 p.m.		Laura Convento
611	Research and Planning	10:00 a.m. – 11:00 a.m.		Pei-Lin Van't Hul
812	Kaplan Review for Nursing Students	9:00 a.m. – 4:00 p.m.		Janet Schwartz
1102	Music Adjunct Interviews	9:00 a.m. – 3:00 p.m.		Kristy Juliano
Baseball Field	Baseball Practice	2:00 p.m. – 7:00 p.m.	<i>Using cages</i>	Scott Stover

<u>Friday, June 10</u>				
414	Financial Aid – Bank Mobile Webinar	10:00 a.m. – 12:00 p.m.		Amber Cheatham
414	Financial Aid – Staff Meeting	1:30 p.m. – 3:00 p.m.		Amber Cheatham
503	Kitchell – Maintenance Upgrades	7:00 a.m. – 10:00 p.m.	To 08/12/16	Jason Yi
505	IT Upgrades	8:00 a.m. – 10:00 p.m.	To 06/12/16	Kimo Calilan
611	Year End – SBDC	10:30 a.m. – 11:30 a.m.		Kelly Penwell
Baseball Field	Baseball Practice	2:00 p.m. – 7:00 p.m.	<i>Using cages</i>	Scott Stover
Vacaville Center – 208	Assessment Testing	1:00 p.m. – 3:00 p.m.	<i>Appointments online/SCC ID/Photo ID required</i>	Jenny Gonzalez

<u>Saturday, June 11</u>				
442	Assessment Testing	9:00 a.m. – 12:00 p.m.	<i>Campus police please open @ 9 &amp; re-secure @ 12</i>	Katrina Dentino-Reyes
503	Kitchell – Maintenance Upgrades	7:00 a.m. – 10:00 p.m.	To 08/12/16	Jason Yi
505	IT Upgrades	8:00 a.m. – 10:00 p.m.	To 06/12/16	Kimo Calilan
1301	Maximizing Social Security	8:30 a.m. – 12:15 p.m.	<i>Open @ 8:30a.m. and re-secure @ 12:30 p.m.</i>	
Gym	Bay Area Fil Am Basketball	2:00 p.m. – 8:00 p.m.	<i>Athletic Assistant 6 hrs. /Custodial services 2 hrs.</i>	Ron Suaiso
Baseball Field	Baseball Practice	10:00 a.m. – 4:00 p.m.	<i>Using cages</i>	Scott Stover
Tennis Courts	Cello International Tennis Academy	7:00 a.m. – 8:00 p.m.	<i>Courts 1-12</i>	Phil Cello
Parking Lots 1, 3, 5	Long Night Out – Napa Valley Jazz Festival	8:00 a.m. – 9:00 p.m.		David Britz

<u>Sunday, June 12</u>				
503	Kitchell – Maintenance Upgrades	7:00 a.m. – 10:00 p.m.	To 08/12/16	Jason Yi
505	IT Upgrades	8:00 a.m. – 10:00 p.m.	To 06/12/16	Kimo Calilan
Gym	Bay Area Fil Am Basketball	2:00 p.m. – 7:00 p.m.	<i>Athletic Assistant 6 hrs. /Custodial services 4 hrs.</i>	Ron Suaiso
Baseball Field	Baseball Practice	10:00 a.m. – 4:00 p.m.	<i>Using cages</i>	Scott Stover
Tennis Courts	Cello International Tennis Academy	7:00 a.m. – 8:00 p.m.	<i>Courts 1-12</i>	Phil Cello
Parking Lots 1, 3, 5	Long Night Out – Napa Valley Jazz Festival	8:00 a.m. – 9:00 p.m.		David Britz