



Weekly Facilities Memo

Monday, August 21, 2017– August 27, 2017

Room	Event	Date & Time	End Date	Contact Person
<u>Monday, August 21</u>				
431	EOPS Orientation/Program Review Meeting	9:30 a.m. – 3:00 p.m.	To 08/25/17	Cynthia Simon
446	Chemistry Class	5:30 p.m. – 7:00 p.m.	To 12/07/17	Mani Subramanian
Honeychurch Boardroom	Academic Senate Meeting	3:00 p.m. – 5:00 p.m. <i>Large w/27 chairs</i>		Sheila Kaushal
712	Academic Program Review Committee Meeting	2:30 p.m. – 4:30 p.m.	To 12/11/17	Ferdinanda Florence
1400 Lobby	Welcome Back Week	9:00 a.m. – 2:00 p.m.		Dena Hudson
1526	Math Club	10:00 a.m. – 11:00 a.m.	To 12/11/17	Amy Meachum
1704	Body Conditioning	5:00 p.m. – 6:15 p.m.	To 12/13/17	Nicole Gentile
<u>Tuesday, August 22</u>				
431	EOPS Orientation/Program Review Meeting	9:30 a.m. – 3:00 p.m.	To 08/25/17	Cynthia Simon
504	Curriculum Committee Meeting	1:00 p.m. – 4:00 p.m.	To 12/02/17	Sal Abbate
801	Office Hours	5:30 p.m. – 6:00 p.m.		Virginia Huff
801	Office Hours	8:50 p.m. – 9:20 p.m.		Virginia Huff
1400 Lobby	Welcome Back Week	9:00 a.m. – 2:00 p.m.		Dena Hudson
1400 between ATM&Bookstore	Bahai Vendor	10:30 a.m. – 2:20 p.m.		Dena Hudson
1421	ASSC Meeting	12:30 p.m. – 2:30 p.m.		Dena Hudson
1526	SCFA Meeting	2:30 p.m. – 5:30 p.m.	To 12/05/17	Ruth Fuller
1737	Volleyball Theory Class	2:40 p.m. – 3:00 p.m.	To 12/12/17	Claire Gover
Softball Field	S.C. SWAT Softball	4:00 p.m. – 6:00 p.m.	TO 12/25/17	Linus Schlumberger
<u>Wednesday, August 23</u>				
103A	Degree Works Processing	8:00 a.m. – 12:00 p.m.		Admissions
431	EOPS Orientation/Program Review Meeting	9:30 a.m. – 3:00 p.m.	To 08/25/17	Cynthia Simon
Honeychurch Boardroom	Management Meeting	9:00 a.m. – 12:00 p.m. <i>Large w/20 chairs</i>	To 12/20/17	Sandra Therrien
743	English 001	10:15 a.m. – 12:05 p.m.	To 12/13/17	Christopher McBride
1400 Quad & Grassy Area	Welcome Back Day on the Green	9:00 a.m. – 2:00 p.m. <i>Please do not water grass day before event</i>		Dena Hudson
1633	Office Hours	5:30 p.m. – 6:30 p.m.	To 12/13/17	Randi Osburn
<u>Wednesday, August 23(Cont)\$</u>				
1704	Body Conditioning	5:00 p.m. – 6:15 p.m.	To 12/13/17	Nicole Gentile

Softball Field	S.C. SWAT Softball	4:00 p.m. – 6:00 p.m.	TO 12/25/17	Linus Schlumpberger
VVC – Center Lobby	The Gideons International	7:45 a.m. – 6:00 p.m. <i>Event time: 8am-6pm</i>		Stephen Jacklin
VVC – Bio - Tech Lobby	The Gideons International	7:45 a.m. – 6:00 p.m. <i>Event time: 8am-6pm</i>		Stephen Jacklin

Thursday, August 24

414	Interview for Student Services Generalist	8:00 a.m. – 5:00 p.m.		Shirley Lewis
431	EOPS Orientation/Program Review Meeting	9:30 a.m. – 3:00 p.m.	To 08/25/17	Cynthia Simon
444	Office Hours	1:15 p.m. – 2:15 p.m.	To 12/14/17	Patrick Grant
611	Fiscal Services – Weekly Meeting	9:00 a.m. – 12:00 p.m.		Laura Convento
1401A	Gala Planning Meeting	2:00 p.m. – 5:00 p.m.		Eileen Amick
1737	Volleyball Theory Class	2:40 p.m. – 3:00 p.m.	To 12/14/17	Claire Gover
Softball Field	S.C. SWAT Softball	4:00 p.m. – 6:00 p.m.	TO 12/25/17	Linus Schlumpberger
Vacaville Center Rm 212	Office Hours	9:20 a.m. – 10:50 a.m.	To 12/14/17	Sandra Moore
VVC – Center Lobby	The Gideons International	7:45 a.m. – 6:00 p.m. <i>Event time: 8am-6pm</i>		Stephen Jacklin
VVC – Bio - Tech Lobby	The Gideons International	7:45 a.m. – 6:00 p.m. <i>Event time: 8am-6pm</i>		Stephen Jacklin

Friday, August 25

103A	Degree Works Processing	12:00 p.m. – 4:00 p.m.		Admissions
414	EOPS Orientation/Program Review Meeting	9:30 a.m. – 3:00 p.m.	To 08/25/17	Cynthia Simon
431	Financial Aid Self-Service Computer Lab	10:00 a.m. – 12:00 p.m.	To 08/25/17	Tracy Hale
443	One Stop Enrollment	8:30 a.m. – 11:00 a.m.	To 12/09/17	Tempest Smith
502	Typing Test Certificates	10:30 a.m. – 3:30 p.m.		Patricia Ceja
504	One Stop Enrollment	8:30 a.m. – 2:30 p.m.	To 12/09/17	Tempest Smith
505	One Stop Enrollment	8:30 a.m. – 1:00 p.m.	To 12/09/17	Tempest Smith
505	Office Hours	3:50 p.m. – 5:00 p.m.	To 12/15/17	Svetlana Podkolzina
Honeychurch Boardroom	Workforce Development Board Meeting	11:0 a.m. – 1:00 p.m. <i>Large w/20 chairs & 2 tables against wall for food</i>		Sandra Therrien
Pam Keith Conference Rm.	Deans Meeting	1:30 p.m. – 3:00 p.m.		Sandra Therrien
804	THC Meeting	12:00 p.m. – 2:00 p.m.		Saki Cabrera
812	Fall 2017 DE Meeting	12:00 p.m. – 1:30 p.m.		Carol Zadnik

Saturday, August 26

443	One Stop Enrollment	8:30 a.m. – 11:00 a.m.	To 12/09/17	Tempest Smith
504	One Stop Enrollment	8:30 a.m. – 2:30 p.m.	To 12/09/17	Tempest Smith
505	One Stop Enrollment	8:30 a.m. – 2:30 p.m.	To 12/09/17	Tempest Smith
Softball Field	SCC Women's Soccer vs. Fresno	5:00 p.m. – 7:00 p.m.		Jeff Cardinal
Parking Lot 6	Cordelia Fire Protection District – Drivers Training	8:00 a.m. – 5:00 p.m.		Keith Martin

Sunday, August 27

Softball Field	S.C. SWAT Softball	10:00 a.m. – 2:00 p.m.	TO 12/25/17	Linus Schlumpberger
Parking Lot 6	Cordelia Fire Protection District – Drivers Training	8:00 a.m. – 5:00 p.m.		Keith Martin