



WEEKLY FACILITIES MEMO

February 2, 2020 – March 8, 2020

Monday – March 2, 2020					
Room	Event	Time	Facilities Instructions	End Date	Contact
135	Teaching 4 Equity	2:30p-4:30p		5/15/2020	Heather Watson-Perez
301	PHYS 008 Office Hours	9:30a-10:00a		5/15/2020	Bogdan Popescu
308	ASTR 010 Office Hours	12:15-12:45p		5/15/2020	Bogdan Popescu
501	School of Applied Technology & Business	10:15a-11:00a		5/15/20	Kathleen Callison
Room 611	Campus Safety Committee	2:00p-3:00p			Craig Collins
Board Room	Academic Senate Meeting	1:00p-5:30p			Sheila Kaushal
704	Workshop	11:00a-12:00p			Tracy Schneider
708	Workshop	2:00p-3:00p			Tracy Schneider
902	Human Services Meeting	12:30p-1:30p		5/15/2020	Saki Cabrera
Main Stage Rm 1235 and 1294	Theatre 24 Class	6:30p-10:00p		3/26/2020	Christine Mani
Back Half of Cafeteria	CENSUS Training	8:00a-5:00p			Maricela Veran
Faculty Staff Lounge	CENSUS Training	8:00a-5:00p			Maricela Veran
1739	Dance Production Class	2:00p-4:00p		5/15/2020	Ginger Cain
Tennis Courts 1, 2, 3, 4	Cello International Tennis Academy	4:15p-7:15p		3/8/20	Tommy Purcell
Pool	SASO Swim Practice	4:00p-6:30p		3/31/2020	Ricky Silva
Pool	Vallejo Aquatics Swim Practice	6:30p-8:00p		3/31/2020	Jennifer Thiem
1877	CDFS 70	4:45p-6:00p		5/18/2020	Barry Bussewitz
2707	Office Hours	1:50p-2:30p		05/15/2020	Rachel Aptekar
2734	Global Medical Brigades	5:30p-6:30p			Michelle Smith

Tuesday – March 3, 2020					
Room	Event	Time	Facilities Instructions	End Date	Contact



WEEKLY FACILITIES MEMO

February 2, 2020 – March 8, 2020

135	Teaching 4 Equity	4:00p-6:00p		5/15/2020	Heather Watson-Perez
446	Div Meeting	8:00a-10:30a		03/12/20	Robin Perrett-Ashby
501	Curriculum and Tech	1:30p-4:00p		5/21/20	Lisa Abbott
701	Quantitative Methods in Human Development (CHDV 133)	6:30p-9:20p		5/19/2020	Sheila Smith
704	English 1 Study Session	2:30p-4:30p		5/15/2020	Joshua Scott
704	English 1	2:30p-4:30p		5/15/2020	Joshua Scott
804	Office Hours	5:00p-5:45p		05/15/2020	David Lara
902	Human Services Meeting	4:30p-5:30p		5/15/2020	Saki Cabrera
Main Stage Rm 1235 and 1294	Theatre 24 Class	6:30p-10:00p		3/26/2020	Christine Mani
Back Half of Cafeteria	CENSUS Training	8:00a-5:00p			Maricela Veran
Faculty Staff Lounge	CENSUS Training	8:00a-5:00p			Maricela Veran
1421	ASSC Meeting	3:00p-5:00p			Rischa Slade
1646	Marketing Class	8:30a-11:20a	Have Room open no later than 8:10am	03/13/2020	
1775	Women's Soccer Weight Room Workout	1:45p-3:00p		5/15/20	Jeff Cardinal
Pool	SASO Swim Practice	4:00p-6:30p		3/31/2020	Ricky Silva
Pool	Vallejo Aquatics Swim Practice	6:30p-8:00p		3/31/2020	Jennifer Thiem
Tennis Courts 1, 2, 3, 4	Cello International Tennis Academy	5:00p-7:15p		3/8/20	Tommy Purcell



WEEKLY FACILITIES MEMO

February 2, 2020 – March 8, 2020

Wednesday – March 4, 2020					
Room	Event	Time	Facilities Instructions	End Date	Contact
301	PHYS 008 Office Hours	9:30a-10:00a		5/15/2020	Bogdan Popescu
308	ASTR 010 Office Hours	12:15-12:45pm		5/15/2020	Bogdan Popescu
431	Women's Bible Study Fellowship Club	12:15p-1:30p		5/13/2020	Amy Dauffencach
501	School of Applied Technology & Business	10:15a-11:00a		5/15/20	Kathleen Callison
505	CSEA Meeting	2:00p-3:00p			Rei Leal
507	NURS 074B Presentations	8:00a-2:30p			Janet Schwartz
Boardroom	Management Board Meeting	9:00a-12:00p	8 tables and 16 chairs in a square shape with a whole in the middle.	3/4/2020	Sandra Therrien
Boardroom	Fiscal Advisory Meeting	2:00p-3:00p			
Boardroom	Measure Q Committee Meetings	4:00p-5:30p	Conference style; tables in the middle with chairs around perimeter enough for 15		Jason Yi
Boardroom	SCCD Governing Board Meeting	6:30p-10:00p			
707	Renee Hamlin Office Hours	8:50p-9:20p		5/15/2020	Renee Hamlin
743	EOPS Workshop: Resume Writing	11:30a-1:00p			Victor Avello
807B	NURS 074B Presentations	8:00a-2:30p			Janet Schwartz
902	Human Services Meeting	12:30p-1:30p		5/15/2020	Saki Cabrera
902	NURS 074B-Performance Consultations	2:30p-5:30p			Janet Schwartz
Main Stage Rm 1235 and 1294	Theatre 24 Class	6:30p-10:00p		3/26/2020	Christine Mani



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February 2, 2020 – March 8, 2020

Faculty Staff Lounge	Nursing-1 st Year Nursing Presentations	7:00a-12:00p			Janet Schwartz
Faculty Staff Lounge	Student Services Meeting	1:30p-4:00p			Khadijah Adjabeng
Gymnasium	Vacaville Extreme Volleyball Club	6:30p-8:30p			Nikki Garcia
1739	Dance Production Class	2:00p-4:00p		5/15/2020	Ginger Cain
Pool	SASO Swim Practice	5:30a-7:00p		3/31/2020	Ricky Silva
Pool	SASO Swim Practice	4:00p-6:30p		3/31/2020	Ricky Silva
Pool	Vallejo Aquatics Swim Practice	6:30p-8:00p		3/31/2020	Jennifer Thiem
Tennis Courts 1, 2, 3, 4	Cello International Tennis Academy	4:15p-7:15p		3/8/20	Tommy Purcell
Vacaville	Vacaville Chamber & Ethnic Chamber Mixer	5:00p-7:30p	6 long rectangular tables and chairs. Need podium. 2 4x8 stage pieces. Stage skirting and stairway. Provide extra trash and recycle cans		Eileen Amick



WEEKLY FACILITIES MEMO

February 2, 2020 – March 8, 2020

Thursday – March 5, 2020					
Room	Event	Time	Facilities Instructions	End Date	Contact
446	DIV Meeting	8:00a-10:30a		05/15/2020 (except 03/12/2020)	Robin Perrett-Ashby
Pam Keith Conference Room	SCFA Bargaining	9:30a-12:30p			Sandra Therrien
701	Cross-Cultural Child Development (CHDV 135)	6:30p-9:20p		5/21/2020	Sheila Smith
705	Workshop	2:00p-3:00p			Tracy Schneider
708	Workshop	11:00a-12:00p			Tracy Schneider
Main Stage Rm 1235 and 1294	Theatre 24 Class	6:30p-10:00p		3/26/2020	Christine Mani
Back Half of Cafeteria	Outreach Presentation/ Lunch	11:00a-1:00p	Set up tables and chairs for 50 students facing stage for the presentation		Alexandria Castaneda
Back Half of Cafeteria	ASSC Event	2:00p-5:00p		04/16/20	Rischa Slade
Faculty Staff Lounge	Math/Science Division Meeting	12:30p-3:30p			Danielle Gonzalez
1646	Marketing Class	8:30a-11:20a	Have Room open no later than 8:10am	03/13/2020	
Pool	SASO Swim Practice	4:00p-6:30p		3/31/2020	Ricky Silva
Pool	Vallejo Aquatics Swim Practice	6:30p-8:00p		3/31/2020	Jennifer Thiem
1775	Women's Soccer Weight Room Workout	1:45p-3:00p		5/15/20	Jeff Cardinal
2728	Professional Development/ Flexible Calendar Committee Meeting	2:00p-4:00p		5/14/20	Michelle Smith
Tennis Courts 1, 2, 3, 4	Cello International Tennis Academy	5:00p-7:15p		3/8/20	Tommy Purcell



WEEKLY FACILITIES MEMO

February 2, 2020 – March 8, 2020

Friday – March 6, 2020					
Room	Event	Time	Facilities Instructions	End Date	Contact
501	Workshop/Class	12:00p-2:00p			Lisa Abbott
504	Typing Certificate Testing	11:00a-3:30p		5/15/2020	Patricia Ceja
505	Workshop	10:00a-12:00p			Carol Zadnik
Pam Keith Conference Room	SCFA Bargaining	12:00-3:00p			Sandra Therrien
714	French Club	11:00a-1:00p		5/15/20	Lorna Marlow-Munoz
743	2 nd Year Nursing Proctored Test	9:00a-3:00p			Janet Schwartz
902	Threat Protocol Task Force	10:00a-11:00a			LaNae Jaimez
Back Half of Cafeteria	Crab and Shrimp Feed 2020	12:00p-7:00p			Eileen Amick
Faculty Staff Lounge	Regional Makerspace Think Tank	10:00a-2:00p			Tanisha Gipson
Faculty Staff Lounge	Crab and Shrimp Feed 2020	12:00p-7:00p			Eileen Amick
Tennis Courts 1, 2, 3, 4	Cello International Tennis Academy	4:15p-7:15p		3/8/20	Tommy Purcell
Pool	SASO Swim Practice	5:45a-7:00a		3/31/2020	Ricky Silva
Pool	SASO Swim Practice	4:00p-6:30p		3/31/2020	Ricky Silva
Pool	Vallejo Aquatics Swim Practice	6:30p-8:00p		3/31/2020	Jennifer Thiem



WEEKLY FACILITIES MEMO

February 2, 2020 – March 8, 2020

Saturday – March 7, 2020					
Room	Event	Time	Facilities Instructions	End Date	Contact
500	Office Hours	8:00a-9:00a	Please have building 500 open before 8am. Please unlock room 511 and 508.	05/15/2020	Alonso Duarte
511	Accounting Class	9:00a-12:50p		05/15/2020	Alonso Duarte
Back Half of Cafeteria	Crab and Shrimp Feed 2020	8:00a-9:00p			Eileen Amick
Faculty Staff Lounge	Crab and Shrimp Feed 2020	8:00a-9:00p			Eileen Amick
Gymnasium	Travis Lady Jets	9:00a-12:30p			Matthew Lowry
Gymnasium	FilAm Basketball	4:00p-6:00p			Ron Suaiso
2738	BIO 014 Office Hours	11:35a-12:10p		5/15/2020	Maria Magsaysay

Sunday – March 8, 2020					
Room	Event	Time	Facilities Instructions	End Date	Contact
Main Stage Rm 1235 and 1294	Theatre 24 Class Rehearsal	5:00p-9:00p		3/26/2020	Christine Mani
Gymnasium	FilAm Basketball	4:00p-6:00p			Ron Suaiso