BUSINESS AND AUXILIARY SERVICES
FACILITIES OFFICE

WEEKEND FACILITY USE

To:  Mike Kasler, Bob Simpson, Albert Miranda, Karen Cant, Campus Safety, and Switchboard, Becky Rojas, Jim Arborgast, Fred DePonte, Steve Banneck, Jose Recinos, Diane Henry, Ken Burnett (3), Anna Novisoff, Angie Rios, Susan Hauge, Mary Ann Babbo, Jose Siordia, Lynette Young, California Open-Air MarketPlaces

From: Betty Germanero

Date: February 23, 2011

Monday, February 21, 2011

Theater – Theater Department – Set CREW//NEED HVAC
10:30am – 2:30pm
Studio Theater – Theater Dept. – Romeo & Juliet Rehearsal/NEED HVAC
7:00pm – 11:00pm
Theater – Theater Department – The Full Monty Rehearsal/NEED HVAC
7:00pm – 11:00pm
Theater Lobby – Student Support Services/Outreach
Holder Elementary School - Campus Tour
8:00am – 1:00pm

FACILITIES COORDINATOR:

PLEASE DELIVER TWELVE TABLES, SEVENTY-TWO CHAIRS TO THE THEATER LOBBY ON THURSDAY, FEBRUARY 24, 2011 BY 3:00PM FOR THIS EVENT. THANK YOU.

CC Complex 407 – Theater and Dance – Department Meeting
8:30am – 11:30am
Tech Ed3-101 and Tech Ed3-110/NEED HVAC
Air Conditioning and Refrigeration
Geary Pacific BARD HVAC Workshop
7:00am – 5:00pm
Gym1-101 – School of Continuing Education – West Coast Swing, Ballroom/Latin/swing dance Classes
6:00pm – 10:00pm
SCECYP-107 – School of Continuing Education – Violin IV, Violin: Performance 1, Violin V, and Violin Performance II
4:15pm – 7:15pm
SCECYP-117 – School of Continuing Education – Joyful Parent Art/Music/Movement and Joyful Parenting Classes
9:00am – 1:00pm
SCECYP-118 – School of Continuing Education – ZUMBA Fitness
7:00pm – 8:00pm
Tech Ed2-223 – School of Continuing Education – Job Skills
9:00am – 11:30am
SCECYP-117 – School of Continuing Education – Chess - it’s Your Move
3:30pm – 4:30pm
Tennis Courts – School of Continuing Education – Advanced,
   Beginning Tennis for Kids, High School Level Teen Tennis,
   Intermediate/Advanced Coed Tennis, and
   Beginning Tennis Coed Classes
5:00pm – 9:00pm
CC Complex 414 – Supplemental Instruction – Training Meeting
8:00am – 12:00noon
Gym2-205 and Tech Ed1-110 – Cypress College
   Men and Women’s Basketball ½ Time
   5:00pm – 10:00pm
Baseball Field – Cypress College Baseball vs. Santa Barbara
12:00pm – 4:00pm (Practice time may vary)
Softball Field – Cypress College Softball vs. Saddleback
12:00pm – 4:00pm (Practice time may vary)
CC Complex 419 – LRC Tutorial Services – Tutorial Training Meeting
8:30am – 11:30am
Tech Ed3, 2nd Floor Lobby – Health Science Division
   Program Applications
   8:00am – 5:00pm

↑ FACILITIES COORDINATOR:

PLEASE LEAVE THIRTY CHAIRS AND THREE TABLES AT THE SECOND FLOOR
LOBBY OF HEALTH SCIENCE. THE EQUIPMENT IS TO STAY AT THE AREA
UNTIL MARCH 1, 2011 THEN IT CAN BE PICKED UP.

Gym1 – SCE/DSPS – Basketball Practice
12:30pm – 1:30pm
BUS-310 – Supplemental Instruction – Study Group Session
2:30pm – 4:30pm
Pool – Cypress College Dive – Practice
11:30am – 12:50pm
Pool – Cypress College Swim – Practice and Technical Training
5:15am – 8:00am
CC Complex 419 – Career Technical Education – Cal State Fullerton
   SEP Demo
   1:30pm – 4:30pm

Saturday, February 26, 2011

Theater – Theater Department – Set CREW//NEED HVAC
9:00am – 5:30pm
TA-220 – Theater and Dance Department – Dance Concert/NO HVAC
   Ensemble Rehearsal
   8:00am – 8:00pm
Gym1-101 – School of Continuing Education – Basketball Clinic
12:00noon - 3:00pm
Gym1-102 – School of Continuing Education – Gymnastics 1 and 11
11:30am – 2:30pm
Gym1-102 – School of Continuing Education - Total Body Workout
9:00am – 1:00pm
Gym2-123 – School of Continuing Education – Tiny Tots Tumbling, Moms, Pops, and Tots, Tots Tumbling II, and Kung Fu for Kids Classes
8:30am – 2:00pm
Gym2-123 – School of Continuing Education - Kung Fu San Soo
2:00pm – 3:30pm
Gym2-123 – School of Continuing Education – Intro to Martial Arts, Parent, & Me Class
11:30am – 12:30pm
Gym1-101 – School of Continuing Education – Aerobics Cardio Kickboxing
10:00am – 12:00noon
Gym2-205 – School of Continuing Education – How to be Best Friends, My Talents, Career Exploration, Teens Find and Keep Job Classes
9:00am – 1:00pm
SCECYP-103 – School of Continuing Education – Rock’N Learn Spanish, A Touch of Spanish, Public Speaking for Kids, Photography for Kids Classes
9:00am – 3:00pm
SCECYP-104 – School of Continuing Education – Making Yummy Snacks
1:00pm – 2:00pm
SCECYP-107– School of Continuing Education – Violin I and Violin II Classes
9:15am – 11:00am
SCECYP-117 – School of Continuing Education – Readiness for Kindergarten, Art Experience for Children, Pencils and Paintbrushes,
9:00am – 2:30pm
SCECYP-118 – School of Continuing Education – Full Body Stretch, Intro to Dance, Jazz Hip-Hop, Musical Theater, and Toe Tapping Feet Classes
9:00am – 3:30pm
Tech Ed2-201 – School of Continuing Education – Guitar for Adults, Guitar for Kids, and Guitar: Guitar Hero Classes
9:00am – 3:30pm
Tech Ed2-203 – School of Continuing Education – ESL Pronunciation and Conversation Skills
9:00am – 12:00noon
Tech Ed2-204 – School of Continuing Education – Drawing and Sketching, Draw and Paint Animals and Fashion Illustration I Classes
9:00am – 2:00pm
Tech Ed2-208 – School of Continuing Education - Basic Phonics, Reading and Composition, How to Study, Take Tests and Organization Classes
9:00am – 12:00noon
Tech Ed2-209 – School of Continuing Education – Computer Keyboard for Kids, Microsoft Word for Kids, Introduction to PowerPoint, and Introduction to Computers Classes
9:00am – 2:00pm
Tech Ed2-211 – School of Continuing Education – Photoshop Magic for Kids, Advent Web Page Creation Classes
10:00am – 2:00pm
Tech Ed2-215 – School of Continuing Education – Master Math Classes
9:00am – 11:00am
Tech Ed2-217 – School of Continuing Education – Writing from A-Z, Homework Tips Workshop, Tutorial: Math Mania, Chemistry for Young Scientists, Writing Reports and Papers, Reading and Composition Classes
9:00am – 2:00pm
Tech Ed2-219 – School of Continuing Education – Cartoon Drawing
10:00am - 12:00noon
Tech Ed2-223 – School of Continuing Education – Dig Film Making, Jammin’ Chemistry, and Fun with Magnets Classes
9:00am – 2:00pm
Tech Ed2-221 – School of Continuing Education – Creative Writing, And Master Math Classes
10:00am – 1:00pm
Tech Ed23-315 – School of Continuing Education – Improve Math Study Skills, Tutorial: Math Mania
9:00am – 12:00noon
Tech Ed3-316 – School of Continuing Education – Pre-Algebra, Algebra and Algebra II Classes
10:00am – 1:30pm
Tech Ed3-317 – School of Continuing Education – Vocal for Kids, and Let’s Learn Music Classes
9:00am – 12:00noon
Tennis Courts – School of Continuing Education Tennis for Kids
10:00am – 2:00pm
West Field – School of Continuing Education – Pee Wee Soccer and Pee Wee Baseball
9:00am – 12:00noon

NORTH & SOUTH FIELD – ORANGE COUNTY WOMEN’S SOCCER POT OF GOLD TOURNAMENT
7:30AM – 5:00PM

▸ CAMPUS SAFETY:

PLEASE UNLOCK THE NORTH FIELD GATE FOR THE ABOVE RENTERS BY 7:30AM. THANK YOU.

Gym2-205 and Tech Ed1-110 – Cypress College
Men and Women’s Basketball ½ Time
5:00pm – 10:00pm
Baseball Field – Cypress College Baseball vs. Hancock
10:00am – 2:00pm (Practice time may vary)

Sunday, February 27, 2011

Theater – Theater Department – Lighting CREW/NEED HVAC
9:00am – 5:30pm
TA-220 – Theater and Dance Department – Dance Concert/NO HVAC
Ensemble Rehearsal
8:00am – 8:00pm
Gym1 and Gym2 – Cypress College Volleyball Team – Tournament with United States Volleyball Association
6:30am – 5:00pm

➤ GROUNDS DEPARTMENT:

PLEASE DELIVER TWO DUMPSTERS BETWEEN THE GYMS ON FRIDAY BEFORE THE EVENT BY 3:00PM. THANK YOU.

Gym2-125 – School of Continuing Education – Salsa Dance Class
12:00noon – 2:00pm

NORTH & SOUTH FIELD – ORANGE COUNTY WOMEN’S SOCCER POT OF GOLD TOURNAMENT Rental
7:30AM – 2:00PM

➤ CAMPUS SAFETY:

PLEASE UNLOCK THE NORTH FIELD GATE FOR THE ABOVE RENTERS BY 7:30AM. THANK YOU.

OFF CAMPUS EVENTS OR ACTIVITIES

SATURDAY, FEBRUARY 26, 2011

Alpha Gamma Sigma off Site w/ Audubon California @ Starr Ranch, 100 Bell Canyon Road in Trabuco Canyon 9:00am – 12:00noon