





West Los Angeles College

EVENING ADMINISTRATOR SCHEDULE

Fall 2018 (Aug 27 to Dec 16)



August							
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2	3
	5	6	7	8	9	10	11
	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
Semester begins -->	26	KM 27	CD 28	ATM 29	WJ 30	31	
September							
							1
	2	Labor Day 3	CD 4	KM 5	WJ 6	7	8
	9	II 10	CD 11	EI CD 12	GS 13	14	15
	16	RG AV 17	CD AA 18	CA 19	CA 20	21	22
	23	CA 24	RM 25	CA 26	AV 27	28	29
	30						
October							
		II 1	WJ 2	ATM 3	AV 4	5	6
	7	RM 8	TF 9	Dean, IE 10	AV 11	12	13
	14	RG 15	MJA 16	AA 17	GS 18	19	20
	21	KM 22	RG 23	ATM 24	AV 25	26	27
	28	RM 29	MJA 30	Dean SS1 31			
November							
					Dean, SS1 1	2	3
	4	Dean SS2 5	MLC 6	MLC 7	GS EI 8	9	10
	11	Veterans Day 12	MLC 13	TF 14	WJ 15	16	17
	18	AA 19	MJA 20	EI 21	Thanksgiving 22	Thanksgiving 23	Thanksgiving 24
	25	EI 26	MJA 27	ATM 28	TF 29	30	
December							
							1
Final exams week (12/10 - 12/16) -->	2	KM 3	Dean, IE 4	MG 5	MG 6	7	8
	9	MG 10	MG 11	Dean, IE 12	EI 13	14	15
Semester ends -->	16	17	18	19	20	21	22
	23	24	25	26	27	28	29
	30	31					
Allison Tom-Miura	AT	SC-107	x4431	29-Aug	3-Oct	24-Oct	28-Nov
Aracely Aguiar	AA	CE-115	x4238	17-Oct	19-Nov		
Angel Viramontes	AV	SSB-420	x4473	17-Sep, 27-Sep	4-Oct	11-Oct	25-Oct
Carmen Dones	CD	CE-112	x4522	28-Aug	4-Sep	11-Sep	18-Sep Sep 12
Celena Alcalá-Burkhardt	CA	SSB 3rd FL.	x4290	19-Sep	20-Sep	24-Sep	26-Sep
Eric Ichon	EI	HLRC 4th Fl.	x4558	12-Sep 8 Nov	21-Nov	11-Dec	26-Dec
Glenn Schenk	GS	SSB 210	x4275	13-Sep	8-Nov 18-Sep	18-Oct	
Iris Ingram	II	SSB-440	x4367	10-Sep	1-Oct		
Kimberly Manner	KM	CE-114	x4551	27-Aug	5-Sep	22-Oct	3-Dec
Mary-Jo Apigo	MJA	HLRC 315	x4410	16-Oct	30-Oct	20-Nov	27-Nov
Michael Goltermann	MG	SSB-220	x4597	5-Dec	6-Dec	10-Dec	11-Dec
Michelle Long-Coffee	MLC	CE-111	x4597	6-Nov	7-Nov	13-Nov	
Rasel Menendez	RM	SSB-230	x4379	25-Sep	8-Oct	29-Oct	
Roberto Gonzalez	RG	CE-122	x4248	17-Sep	15-Oct	23-Oct	
Walter Jones	WJ	CE-113	x4244	30-Aug	6-Sep	2-Oct	15-Nov
Tak Fujii	TF	B6	x4359	9-Oct	14-Nov	29-Nov	
Dean of Inst. Effectiveness	Dean, IE	CE-113	x4361	10-Oct	4-Dec	12-Dec	
Dean of Student Svcs	Dean SS1			1-Nov	31-Oct		
Dean of Student Svcs	Dean SS2			Oct-23	5-Nov		
				Holiday	No evening administrator duty		
Shaded areas - no administrative duty							
Updated 10/1/18 (VN)							