

**\*IMPORTANT NOTE FOR PROPERTY STEWARDS, COLLEGE/DSO LEADERS\***  
**Find your College/DSO site and have all items available on your scheduled inventory date.**  
**Ensure all rooms are accessible and encourage employees to help provide assets for scanning.**  
**Let's achieve 100% together this year! Thank you in advance for your commitment to stewardship.**  
**9/1/2022**

### 2022 Inventory Detailed Building Schedule Oct 2022 - Mar 2023

5 days	Oct 17 - Oct 21	District Support Offices
M/T	Oct 17 - Oct 18	DSO 3 <sup>rd</sup> Floor – Chancellor and Vice Chancellor teams, Economic Workforce, Finance, Information Technology, Academic and Student Success Teams
W	Oct-19	DSO 2 <sup>nd</sup> Floor – Human Resources and IT areas continued
TH/F	Oct 20 - Oct 21	DSO 1 <sup>st</sup> Floor – Café, Facilities/Project Mgmt., Police, Mail Room and Conference Rooms, Goodwill Contract Services (3370 Nacogdoches Rd. Ste. 150) Police Departments - All College Sites
3 days	Oct 24 - Oct 26	EWD Community Education Training Centers
M	Oct-24	Central Texas Technology Center – CTTC 2189 FM 758, New Braunfels DSO IT @ CTTC Kerrville Center – 1012 Barnett St., Kerrville DSO IT @ Kerrville
T	Oct-25	Eastside Education Training Center - EETC 4551 Dietrich DSO IT @ EWD EETC – Dietrich Eastside Education Center Site Brackenridge Education Training Center – BETC DSO IT @ Brackenridge Education Training Center <b>Methodist Hospital</b> <b>Austin Hwy Business Ctr-9:00am - 893014: DIS-CALL CENTER - POC-Russell Lopez</b> <b>Navistar 2:00pm - POC - Rafael Hernandez</b> <b>Toyota Plant</b> Harlandale Education Training Center – HETC 901 March Ave
W	Oct-26	Westside Education Training Center - WETC, Police, HPOG and NVC Water Treatment DSO IT @ WETC Workforce Center for Excellence – WCOE DSO IT @ EWD Workforce Center for Excellence
1 day	Oct-27	DSO teams – San Antonio College
TH	Oct-27	SAC Police SAC Bursar SAC Student Financial Aid SAC Human Resources <b>SAC WTN POC: Hildegaard Mayorga - No Items at SAC</b> SAC Food Services DSO Interpreter Training at SAC (Jo Hilton) SAC Facilities, Housekeeping, Grounds Buildings and Project Mgmt <b>VCAS Items - MLC, Rm 711 - POC - Amy Gates</b> DSO IT @ SAC
1 day	Oct-31	DSO teams – St. Philip's College – Martin Luther King
M	Oct-31	SPC Police SPC Bursar SPC Student Financial Aid SPC Human Resources <b>SPC WTN POC: Hildegaard Mayorga (WEC Bldg x62114)</b> SPC Food Services SPC Facilities, Housekeeping and Grounds Buildings <b>VCAS Items - SLC, Rm 212P - POC - Jen-Beth Ball</b> DSO IT @ SPC
1 day	Nov-1	DSO teams – St. Philip's College - Southwest

T	Nov-1	SWC Police SWC Bursar SWC Student Financial Aid SWC Human Resources SWC WTN POC: Hildegard Mayorga (BLDG 8, WCOE Rm 107) SWC WTN POC: John Kaupert (BLDG 8, WCOE Labs) SWC WTN POC: Alfred Landeros (BLDG 1) SWC Food Services DSO IT @ SWC SWC Facilities, Housekeeping and Grounds Buildings LIFE STORAGE - SAN ANTONIO - 2300 Broadway - POC - Hildegard Mayorga
1 day	Nov-2	<b>DSO teams – Northwest Vista College</b>
W	Nov-2	NVC Police NVC Bursar NVC Student Financial Aid NVC Human Resources NVC WTN POC: Connie Maria Cobbs (MLH RM 234 X64420) NVC Food Services NVC Facilities, Housekeeping and Grounds Buildings DSO IT @ NVC
1 day	Nov-3	<b>DSO teams – Palo Alto College</b>
TH	Nov-3	PAC Police PAC Bursar PAC Student Financial Aid PAC Human Resources PAC WTN POC: Angelia Wolfe (PC RM 104 X63412) PAC WTN POC: Doris Herrera (SH RM 102B X63920) PAC Food Services PAC Facilities, Housekeeping and Grounds Buildings VCAS Items - Brazos Hall, Rm 126 - POC - Dr. Meagan Sanders DSO IT @ PAC
1 day	Nov-4	<b>DSO teams – Northeast Lakeview College</b>
F	Nov-4	NLC Police NLC Bursar NLC Student Financial Aid NLC Human Resources NLC WTN POC: Hildegard Mayorga - No Items at SAC NLC Food Services NLC Facilities, Housekeeping and Grounds Buildings VCAS Items - NLIB, Rm 123A - POC - Barbara Wong DSO IT @ NLC Mobie Go Center - Student Success Team
M	Mar-20	<b>Return Visit for DSO Departments</b>

<b>5 days</b>	<b>Nov 7 - Nov 11</b>	<b>Northeast Lakeview College</b>
M	Nov-7	Academic I Building Student Commons Performing Arts Building
T	Nov-8	Career Technology Building Fine Arts Building Science Building
W	Nov-9	Physical Plant (college items) Wellness Building Observatory Building
TH/F	Nov 10 - Nov 11	Library/LRC Building Paluxy Hall Building
<b>M</b>	<b>Mar-20</b>	<b>Return Visit for NLC Departments</b>
<b>13 days</b>	<b>Nov 14 - Dec 5</b>	<b>St. Philip's College – Martin Luther King Campus (MLK)</b>
M/T	Nov 14 - Nov 15	Sutton Learning Center Good Samaritan Veterans Outreach & Transition Center Portable Buildings Watson Fine Arts
W/TH	Nov 16 - Nov 17	Clarence Windzell Norris Building Continuing Education Building Applied Science Building Turbon Student Center <b>Military Bases - Fort Sam Houston, Lackland AFB, Randolph AFB</b>
F	Nov-18	Bowden Building (OLD) Health and Wellness (old gym) Maintenance Office and Central Plant Child Development Center Tennis Courts
M/T	Nov 21 - Nov 22	Tourism Hospitality and Culinary Arts Campus Center Electrical Plant DPS Police Building Grounds Building
M/T	Nov 28 - Nov 29	Center for Health Professions
W/TH	Nov 30- Dec 1	William C. Davis Science Building Center for Learning Resources Welcome Center
F & M	Dec 2 & Dec 5	Learning & Leadership Development Center William Allen Hudgins Health & Wellness Building Saint Artemisia Bowden Building
<b>T</b>	<b>Mar-21</b>	<b>Return Visit for SPC-SWC Departments</b>
<b>4 days</b>	<b>Dec 6 - Dec 9</b>	<b>St. Philip's College – Southwest Campus (SWC)</b>
T	Dec-6	<b>Building 1 Section C</b> Ctr of Excel, Library, Workforce, CE, Phoenix/Middle College and Health Center <b>Building 1 Section D</b> Campus Police, Student Activity Center, Tiger Bistro, Welding Program
W	Dec-7	<b>Building 1 Section A</b> A/C, Bookstore, Electrical, Plumbing, Manufacturing Tech <b>Building 1 Section B</b> Auto Collision, Bursar, Home Building, Student Support
TH	Dec-8	<b>Building 2 – Aircraft Technology Center</b> <b>Building 6 – Diesel Technology Center</b> <b>Building 7 – Diesel Technology Lab</b> <b>Building 10</b> <b>Southside High School</b> <b>Sam Houston High School</b> <b>Sage Truck Driving School (SWC)</b>

F	Dec-9	<b>Welding and Autobody Collision Center</b> <b>Building 3</b> – Multi-Disciplinary Instructional Center <b>Building 4</b> Outside Items and Solar Building
<b>T</b>	<b>Mar-21</b>	<b>Return Visit for SPC-SWC Departments</b>
<b>8 days</b>	<b>Jan 23 - Feb 1</b>	<b>Palo Alto College</b>
M	Jan-23	Executive Offices Campus Student Center Facilities Building (College Items) Pedernales Hall Guadalupe Hall San Marcos Hall
T/W	Jan 24 - Jan 25	Palomino Center Concho Hall Medina Hall Gutierrez Hall Nueces Hall
TH	Jan-26	Rio Grande
F	Jan-27	Counseling & Support Services Center Physical Plant and Campus Police Items Brazos Hall Sabine Hall Ray Ellison Family Center San Jacinto Hall (Science/Labs) Frio Hall
M	Jan-30	Performing Arts Center Natatorium/Gym Soccer Fieldhouse Greenhouse <b>Legacy High School</b> <b>Southwest High School</b>
T/W	Jan 31 - Feb 1	Ozuna Learning & Academic Center Portable Buildings – Group 1 and 3 Veterinary Tech Building
<b>TH</b>	<b>Mar-23</b>	<b>Return Visit for PAC Departments</b>
<b>18 days</b>	<b>Feb 6 - Mar 1</b>	<b>San Antonio College</b>
M/T	Feb 6 - Feb 7	Fletcher Administration Center Opening Spring 2022 Nursing & Allied Health Complex
W	Feb-8	Oppenheimer Center Women's Empowerment Center – SACC
TH	Feb-9	Nail Technical Center
F	Feb-10	Chemistry & Geology & Central Plant <b>Edison High School</b> <b>Highlands High School</b> <b>Madison High School</b> Science C/G Annex DPS Police Building
M	Feb-13	Gonzales Hall
T	Feb-14	McCreless Hall – MCCH Loftin Student Center & Bookstore
W/TH	Feb 15 - Feb 16	Moody Learning Center
F	Feb-17	Victory Center ECO Centro EDUC Portables (DPS)
		McAllister Fine Arts Center Bennett Music Hall Music Hall Annex

M	Feb-20	Koehler House and Carriage House – KCC Ashby House Housekeeping Building Grounds Building CE Annex
T	Feb-21	Candler Physical Education Center Scobee Education Center
W	Feb-23	Tobin Lofts Tino & Millie Duran Welcome Center – DWC Parking Garage #1 Parking Garage #2 Parking Garage #3 <b>Von Ormy (SAPD TRAINING ACADEMY ITEMS 410 Hwy)</b>
TH/F	Feb 23-24	Chance Academic Center
M	Feb-27	Longwith RTVF Visual Arts Center
T	Feb-28	Early Childhood Studies – CHDB Student Advocacy Center – SSC
W	Mar-1	Facilities (College Items)
<b>F</b>	<b>Mar-24</b>	<b>Return Visit for SAC Departments</b>
<b>7 days</b>	<b>Mar 2 - Mar 10</b>	<b>Northwest Vista College</b>
TH/F	Mar 2 - Mar 3	Manzanillo Hall Huisache Hall
M	Mar-6	Mountain Laurel Hall Texas Persimmon Physical Plant (college items) Pecan Hall
T	Mar-7	Juniper Hall Prickly Pear Parking Garage Redbud Learning Center <b>Southwest Research Institute</b>
W/TH	Mar 8 - Mar 9	Cypress Campus Center Live Oak Hall Palmetto Center for the Arts
F	Mar-10	Desert Willow Welcome Center Cedar Elm STEM Center Mexican Persimmon Physical Plant Texas Ash Parking Garage
<b>W</b>	<b>Mar-22</b>	<b>Return Visit for NVC Departments</b>