



5055 Santa Teresa Blvd., Gilroy, CA 95020

www.gavilan.edu

(408) 848-4800

Dr. Kathleen A. Rose, Superintendent/President

GAVILAN JOINT COMMUNITY COLLEGE DISTRICT
REGULAR MEETING, BOARD OF TRUSTEES
Tuesday, December 13, 2016

CLOSED SESSION – 6:00 p.m. OPEN SESSION – 7:00 p.m.
5055 Santa Teresa Boulevard, Gilroy, CA 95020
T.J. Owens Early College Academy, Multi-Purpose Building

AGENDA

I. CALL TO ORDER 6:00 p.m.

1. Roll Call
2. Oath of Office
3. Comments from the Public – This is a time for the public to address the Board
3. Recess to Closed Session (a maximum of 3 minutes will be allotted to each speaker)

CLOSED SESSION 6:00 p.m.

Notice is hereby given that a closed session of the Board will be held under the general provisions listed as follows:

1. CONFERENCE WITH LABOR NEGOTIATORS - Closed Session Pursuant to Government Code Section 54957.6
Agency Negotiators: Dr. Kathleen Rose/Ron Hannon
Employee Organization: GCFA
2. CONFERENCE WITH LABOR NEGOTIATORS – Closed Session Pursuant to Government Code Section 54957.6
Agency Negotiators: Dr. Kathleen Rose/Eric Ramones
Employee Organization: CSEA
3. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to Section 54956.9(b):
One case
4. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Significant exposure to litigation pursuant to Section 54956.9(b):
One case: #16-CV-2493-NC

II. OPEN SESSION 7:00 p.m.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance



Board of Trustees: Tom Breen
Laura A. Perry, Esq.

Kent Child
Walt Glines

Mark Dover
Lois Locci, Ed.D.

Jonathan Brusco
Iris Cueto

4. Organizational Meeting
 - (a) Election of Officers (President, Vice President, Clerk)
 - (b) Set Meeting Dates/Location
 - (c) Board Committee Membership
5. Report of Any Action Taken in Closed Session
6. Approval of Agenda
7. Consent Agenda
 - (a) Regular Meeting of the Board of Trustees minutes, November 8, 2016
 - (b) Personnel Actions
 - (c) Warrants and electronic transfers drawn on District Funds
 - (d) Payroll Warrants drawn on District Funds
 - (e) Purchase Order Ratification
 - (f) Ratification of Agreements
 - (g) Budget Adjustments
 - (h) Monthly Financial Report
 - (i) Puente Advisory Committee
8. Comments from the Public - This is a time for the public to address the Board
(a max. of 3 minutes allotted to each speaker)
9. Recognitions
 - (a) Recognition of the Employee of the Month
11. Officers' Reports
 - (a) Vice Presidents
 - (b) College President
 - (c) Academic Senate
 - (d) Professional Support Staff
 - (e) Student Representative
 - (f) Board Member Comments
 - (g) Board President
12. Board Committee Reports
13. Information/Staff Reports
 - (a) Noncredit Committee Update
 - (b) Career Technical Education (CTE) and Emerging Vocational Programs
 - (c) Gavilan College sign at Fairview Corners
 - (d) Update on Board Goals for 2016

III. ACTION ITEMS

1. New Business
 - (a) Curriculum
 - (b) Approve 2 Year Extension of Bookstore Operation Agreement
 - (c) Lease Term Extension for Briggs Building with City of Hollister
 - (d) Annual Financial and Budget Report, CCFS-311
 - (e) Disposal of Surplus Personal Property
 - (f) Gilbane Building Company Project Assignment Amendments
 - (g) IBI Group Architecture and Planning Project Assignment Amendments Augmentations
 - * (h) RESOLUTION 1016: Resolution Authorizing the District to enter into a Lease Agreement with South Bay Regional Public Safety Training Consortium Coyote Valley mitigation reimbursement agreement
 - (i) Third Amendment to the Donation Agreement and Joint Escrow Instructions for Coyote Valley Campus Acquisition
 - (j) Coyote Valley Educational Center Increment #2, Change Order #4

- (k) Coyote Valley, Off-Site: Project, Change Order #1
- (l) Gavilan Community College Aviation Program at San Martin South County Airport, Change Order #4
- (m) Term Extension for Agricultural Use Leases at Coyote Valley and Fairview Corners
- * (n) RESOLUTION 1017: Authorizing the District to proceed on a Solar Project on the Gavilan College Gilroy campus as a Clean Renewable Energy Bond Project

IV. CLOSING ITEMS

1. The next regularly scheduled Board meeting is January 10, 2017, Gavilan College, **Dr. TJ Owens Gilroy Early College Academy, Multi-Purpose Building.**
2. Adjournment

*Roll Call Vote

GAVILAN COLLEGE MISSION

Gavilan College cultivates learning and personal growth in students of all backgrounds and abilities through innovative practices in both traditional and emerging learning environments; transfer pathways, career and technical education, developmental education, and support services prepare students for success in a dynamic and multicultural world.

PUBLIC COMMENTS – Individuals wishing to address the Board on a non-agenda item may do so during the Comments from the Public. However, no action may be taken on an item, which is not on the agenda. The public is welcomed to address the Board on particular agenda items and may do so at the time it is presented. Guidelines for Comments from the Public will be as follows:

A maximum of 3 minutes will be allotted to each speaker with a maximum of 20 minutes to a subject area. No disruptive conduct will be permitted at any Gavilan College Board of Trustees meeting.

AGENDA ITEMS – Individuals wishing to have an item appear on the agenda must submit the request in writing to the Superintendent/President two weeks prior to the regularly scheduled meeting. The Board President and Superintendent/President will determine what items will be included in the agendas. Regular meetings are held the second Tuesday of each month.

Items listed under the Consent Agenda are considered to be routine and are acted on by the Board of Trustees as one motion. There is no discussion of these items prior to Board vote unless a member of the Board, staff, or public requests that specific items be discussed and/or removed from the Consent Agenda. It is understood that the Administration recommends approval on all consent items. Each item on the Consent Agenda approved by the Board of Trustees shall be deemed to have been considered in full and adopted as recommended.

In compliance with the Americans with Disabilities Act, if you need special assistance to access the Board meeting room or to otherwise participate at this meeting, including auxiliary aids or services, please contact Nancy Bailey at 408-848-4711. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting.

Members of the public may inspect agenda documents distributed to the Board of Trustees at the President's Office, CDC123, during regular working hours, or at <http://www.gavilan.edu/board/agenda.php>

Please help keep Gavilan College a litter-free campus and preserve its park-like setting. Thank you.

Gavilan Joint Community College District Governing Board Agenda

December 13, 2016

- II. 4. Organizational Meeting
 - (a) Election of Officers (President, Vice President, Clerk)
 - (b) Set Meeting Dates/Location
 - (c) Board Committee Membership



5055 Santa Teresa Blvd., Gilroy, CA 95020

www.gavilan.edu

(408) 848-4800

Dr. Kathleen A. Rose, Superintendent/President

**GAVILAN COLLEGE BOARD OF TRUSTEES
MEETING SCHEDULE, 2017
Second Version**

JANUARY 10	GAVILAN COLLEGE, T.J. Owens Early College Academy, Multi-Purpose Building
*FEBRUARY 14	GAVILAN COLLEGE, Coyote Valley Site, 560 Bailey Avenue, San Jose
MARCH 14	GAVILAN COLLEGE, T.J. Owens Early College Academy, Multi-Purpose Building
APRIL 11	GAVILAN COLLEGE, T.J. Owens Early College Academy, Multi-Purpose Building
*MAY 9	HOLLISTER, City Hall, 375 Fifth Street
JUNE 13	GAVILAN COLLEGE, T.J. Owens Early College Academy, Multi-Purpose Building
JULY 11	GAVILAN COLLEGE, T.J. Owens Early College Academy, Multi-Purpose Building
*AUGUST 8	GAVILAN COLLEGE, Morgan Hill Site, Rooms 10 & 11
SEPTEMBER 12	GAVILAN COLLEGE, Student Center, North Lounge
OCTOBER 10	GAVILAN COLLEGE, Student Center, North Lounge
NOVEMBER 14	GAVILAN COLLEGE, Student Center, North Lounge
DECEMBER 12	GAVILAN COLLEGE, Student Center, North Lounge

***Off Site**



Board of Trustees: Jonathan Brusco
Laura A. Perry, Esq.

Kent Child
Walt Glines

Mark Dover
Lois Locci, Ed.D.

Rachel Perez
Iris Cueto

**BOARD OF TRUSTEES
COMMITTEES OF THE BOARD
2016**

+ATHLETIC

Mark Dover

_____ (vacant)

Walt Glines

The Athletic sub-comm. is a three board member committee charged with ensuring the athletic department is Title IX compliant, recruiting district athletes, and planning for future athletic facilities and programs. The comm. is responsible for maintaining athletic opportunities for the district and meets as needed with the Dean of Athletics, and Superintendent/President.

***BOARD POLICY**

Kent Child

Laura Perry

Lois Locci

Board Policy subcommittee consists of three board members, the President-Superintendent of the college, and the vice-President of Instruction. The subcommittee meets as necessary to review current policy and update policy in accordance with recommendations from board members, students, faculty, and/or staff, as well as recommendations from the Community College League of California, to ensure Gavilan's policies reflect its current needs while complying with state law.

***BUDGET**

Kent Child

Mark Dover

Jonathan Brusco

The Board Budget subcommittee meets as needed with the President-Superintendent, and the Vice President of Business Services to discuss and review current budget items.

+COMMUNITY EDUCATION

Mark Dover

_____ (vacant)

Laura Perry

Student Trustee

Once a year, or as needed, the Board Subcommittee for Community Education meets with the Director of Community Education and Contract Education, the President- Superintendent, and the Vice President of Student Services to discuss not-for-credit educational offerings for the communities served within the district, as well as educational/vocational training opportunities for our local businesses.

***FACILITIES DEVELOPMENT AND UTILIZATION**

Mark Dover

Walt Glines

Jonathan Brusco

Student Trustee

Three board members represent the board on the facilities development and utilization subcommittee. The subcommittee meets with the president-superintendent, Vice President of Business Services and other representatives to review, comment, and make recommendations to the full Board on those issues affecting District facilities that are consistent with current and new strategies as outlined in the Districts Strategic Plan.

Subcommittee meets as needed. Over the past few years, the committee has met on an average of four to six times per year to discuss: 1) status, timelines, and budgets of Measure E Facility, landscaping, and other site improvements; 2) status, timelines, and budgets of Measure

E land acquisition agreements and environmental impact reports; 3) status, timelines, and budgets of State funded facility projects, load capacity ratios, and documentation; and 4) facility lease agreements for the main campus and off-site instructional facilities.

+EVALUATION OF COLLEGE PRESIDENT

Kent Child
Mark Dover
Laura Perry

The subcommittee meets to discuss, review, and develop the evaluation to be used on campus. All board members actively participate in interviewing assigned Gavilan employees who have completed the evaluation form. The subcommittee reviews and comments on the President's goals and objectives, the College Strategic Plan, and Education Master Plan and using the evaluation tool that was approved by the Board several years ago, an evaluation is completed utilizing the Board's evaluation comments and Gavilan employees' comments. A separate meeting is held with the President to review the evaluation, and the Board's recommendations and comments are submitted.

***STRATEGIC PLANNING STEERING**

_____ (vacant)
Lois Locci
Laura Perry

The subcommittee meets as needed to review the Strategic Plan and to prepare for full board workshops involving the Strategic Plan Review.

+BOARD SELF EVALUATION COMMITTEE

Kent Child
Jonathan Brusco
Walt Glines

Utilizing the evaluation instrument and this year's Annual Board Goals, all board members review goals, reflect on issues, concerns, efforts and actions in filling out the evaluation form.

The Board Self-Evaluation Sub Committee reviews the composite evaluation and the current Board Goals, and prepares a draft of potential goals for the next cycle. This information is shared with the full board at a special scheduled meeting each year.

+OFF SITE EDUCATIONAL CENTERS

Kent Child
Lois Locci
Jonathan Brusco
_____ (vacant)

The Off Site Educational Centers Ad Hoc Committee to the Board of Trustees is set up to review constituent concerns, desires, and recommendations regarding new educational centers in the Hollister/San Benito County and Morgan Hill areas. This committee is set up with four Trustees, not the usual three, to allow the three San Benito County Trustees to be present, as well as one Trustee from a different area.

RETIREMENT BOARD

_____, Clerk of the Board
Kathleen Rose
Frederick E. Harris, Vice President of Administrative Services

+AD-HOC COMMITTEE ON SCHOOL DISTRICT COLLABORATION (OUTREACH)

Jonathan Brusco
_____ (vacant)
Mark Dover

*Standing Committees
+Ad hoc Committees

CONSENT

**Gavilan Joint Community College District
Governing Board Agenda**

December 13, 2016

Consent Agenda Item No. 7 (a) Office of the President
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No.

SUBJECT: Regular Meeting of the Board of Trustees Minutes, November 8, 2016

- Resolution: BE IT RESOLVED,
- Information Only
- Action Item

Proposal:

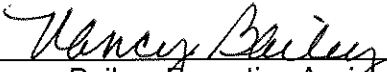
That the Board approve the Regular Board Meeting of the Board of Trustees Minutes, November 8, 2016.


Background:

Budgetary Implications:

Follow Up/Outcome:

Recommended By: Dr. Kathleen A. Rose, Superintendent/President

Prepared By: 
Nancy Bailey, Executive Assistant

Agenda Approval: 
Dr. Kathleen A. Rose, Superintendent/ President



5055 Santa Teresa Blvd., Gilroy, CA 95020

www.gavilan.edu

(408) 848-4800

Dr. Kathleen A. Rose, Superintendent/President

GAVILAN JOINT COMMUNITY COLLEGE DISTRICT
REGULAR MEETING, BOARD OF TRUSTEES
Tuesday, November 8, 2016

CLOSED SESSION – 6:00 p.m. OPEN SESSION – 7:00 p.m.
5055 Santa Teresa Boulevard, Gilroy, CA 95020
Gilroy Early College Academy, Multi-Purpose Building

MINUTES

I. CLOSED SESSION - CALL TO ORDER 6:00 p.m.

Trustee Laura Perry called the meeting to order at 6:05 p.m.

1. Roll Call

Trustees Present: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, and Laura Perry

Trustee Absent: Lois Locci

Dr. Kathleen Rose, Superintendent/President
Kathleen Moberg, Vice President, Student Services
Frederick E. Harris, Vice President, Administrative Services
Eric Ramones, Director, Human Resources
Wade Ellis, Director, Business Services
Nancy Bailey, Executive Assistant to the President

Others in Attendance: Andrew Delunas, Debbie Amaro, Marla Dresch, Kimberly Smith, Jane Maringer-Cantu, Karen Sato, Celia S. Marquez, Cherise Mantia, Dana Young, Doug Achterman, Ken Wagman, Christina Salvin, Denise Besson, Martha Oral, Valerie Hunt, Rey Morales, Alice Dufresne Reyes, Diane Reid, Karen Warren, Pam Chatten, Kyle Hull, Scott Sandler, Leslie Tenney

2. Comments from the Public

Andrew Delunas – faculty member read a message prepared by Arturo Rosette. The message summarized the hard work by faculty to help make Gavilan College an exceptional place for student learning. It also reflected what he felt were challenges as Academic Senate president: to encourage, motivate, and sustain faculty participation. Arturo Rosette's message said district investments must include recognition and support for faculty. Arturo Rosette acknowledged the positive changes that are currently taking place with Dr. Rose, however; the current negotiation cycle is having a negative effect. His message concluded that an amicably resolution can be negotiated.

Part-time Faculty – said she is connected to the Gavilan community. She said she earns almost twice as much at other community colleges. She said she can't afford to teach here as it is not economically sustainable.

Scott Sandler – said he deeply believes in the "Principles of Community." He believes that the goals and aspirations within the principles are meaningless in the case of faculty



Board of Trustees: Tom Breen
Laura A. Perry, Esq.

Kent Child
Walt Glines

Mark Dover
Lois Locci, Ed.D.

Jonathan Brusco
Iris Cueto

health care benefits. He felt it was not “just” to deny part-time faculty the opportunity to buy into a health care plan or consider alternatives. Scott Sandler said that when educators don’t feel valued they begin to feel disposable and less connected with the college and students. Support and commitment to faculty needs to be demonstrated.

Kyle Hull – has been teaching at Gavilan for 13 years and said a health care option for part-timers would go a long way in making Gavilan the College of Choice for everyone.

Karen Warren – teaches English at Gavilan. She said 20 years ago other colleges were talking about health care for part-time faculty. She said over the years the English Department, including full and part time faculty, held retreats and all participated in the quality development of the department. Karen Warren said more needs to be done to provide the security of health care for part-time faculty.

Christine Salvin – teaches in the English Department and feels the department works hard to make Gavilan College their home and to have a department they can be proud of. She helps to hire and train every part-time English teacher. She said three quit this year to find better paying jobs. Christine Salvin said it is hard to retain them with the current rate of pay and with no health care benefits. She fears a pay cut in the future because of health care benefits. She wants to know that Gavilan cares about faculty and that they work for the best college in California.

Rey Morales has been teaching biology at Gavilan for over 10 years. He said he worries about faculty members who have special needs children and it is difficult with the cost of living. He said not considering other health care options is disrespectful to the faculty. He said if faculty are not being heard, he may not stay around.

Leslie Tenney – has been at Gavilan for 19 years and always felt secure with the Gavilan health care benefits and knows it is a nice package for full time faculty. She said faculty are open and willing to collaborate and find solutions that are mutually agreeable. Leslie Tenney said that changes to health care nationally are well known. She said solutions have been proposed by GCFA and shut down where the burden is shared.

Ken Wagman – is president of GCFA and a math instructor. He said this is a unique situation where part and full time faculty are uniting on the topic of health care benefits. He said there is concern that increases to the health benefit cap be solely born by the faculty. Ken Wagman feels there is a middle solution and wants to keep negotiating. He said GCFA is appreciative of the board in hiring Dr. Rose and feels that it has changed the tone of negotiations. He thanked the board for hearing their comments

Laura Perry thanked the faculty for coming and sharing their viewpoints in a respectful and organized manner.

3. Recess to Closed Session

The Board recessed to closed session at 6:18 p.m.

II. OPEN SESSION 7:00 p.m.

1. Call to Order

President Laura Perry called the meeting to order at 7:07 p.m.

2. Roll Call

Trustees Present: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Laura Perry and Iris Cueto (student trustee)

Trustee Absent: Lois Locci

Dr. Kathleen Rose, Superintendent/President

Kathleen Moberg, Vice President, Student Services
Frederick E. Harris, Vice President, Administrative Services
Diane Seelie, Professional Staff
Nancy Bailey, Recorder
Others in Attendance: Wade Ellis, Peter Wruck, Sherrean Carr, Ron Hannon,

3. Pledge of Allegiance
The Pledge of Allegiance was led by Tom Breen.
4. Report of any Action Taken in Closed Session
Laura Perry reported that no action was taken in closed session.
5. Approval of Agenda
MSC (T. Breen/J. Brusco)
Vote:
6 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Laura Perry, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye to approve.
0 Noes
1 Absent: L. Locci
6. Consent Agenda
 - (a) Regular Meeting of the Board of Trustees minutes, October 11, 2016
 - (b) Personnel Actions
 - (c) Warrants and electronic transfers drawn on District Funds
 - (d) Payroll Warrants drawn on District Funds
 - (e) Purchase Order Ratification
 - (f) Ratification of Agreements
 - (g) Budget Adjustments
 - (h) Monthly Financial Report
 - (i) Measure E Bond Quarterly Financial Status Report as of September 30, 2016
 - (j) Retiree Health Benefit Trust Investment Portfolio Status as of September 30, 2016

MS (K. Child/W. Glines)
Discussion: Walt Glines requested that the minutes from October 11, 2016 include Tarianna Perez's citation of the number of courses being taught during College Hour. The figure of "24 classes" will be inserted into the minutes.
Vote:
6 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Laura Perry, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye to approve with the insertion of "24 courses."
0 Noes
1 Absent: Lois Locci
7. Comments from the Public
No comments.
8. Recognitions
 - (a) Recognition of the Employees of the Month
October 2016 - Shannon Bishop, Esteban Talavera and Adriana Servin
Sherrean Carr introduced the three employees and provided background on the successful completion of requirements for the U. S. Department of Education Title II

and Title V site visit. They assembled comprehensive binders needed for the binders in their usual meticulous, conscientious, and committed work.

(b) Recognition of Trustee Tom Breen

Kathleen Rose reviewed Tom Breen's dedicated work at Gavilan as Board of Trustee since 2000. Kent Child acknowledged Tom Breen as a good friend with wisdom and a good sense of humor. Mark Dover will miss Tom Breen as an amazing friend and board member. Walt Glines thanked Tom Breen for his service to the community as a trustee who cares and is thoughtful. Jonathan Brusco said Tom Breen was honest and a pleasure to work with. Laura Perry met Judge Tom Breen in 1992 and said she will remember him for treating everyone with respect and a voice of calm and reason. Ron Hannon thanked Tom Breen for his support of Athletics and Kinesiology, mentoring, and leadership.

Tom Breen introduced his family members; all with connections to Gavilan College.

9. Officers' Reports

(a) Vice Presidents

Kathleen Moberg – said Transfer Day was successful and acknowledged Jaquelyn Richburg and her team. She said a new mobile “app” called “Grad Guru” is being implemented that will remind students of important dates and events. She said they are also streamlining services by utilizing retention specialists. Kathleen Moberg said that services are being implemented now that we have funding and she was thankful the staff have embraced the changes.

Fred Harris – provided a status report of projects. He reported that the department chairpersons toured the Coyote Valley site. He said the JPA will be moving in on December 23rd and starting classes in early January. Fred Harris said the permit for well No. 2 has been received.

(b) College President

Kathleen Rose said she has been speaking at community events. She recently hosted tours for John Hennelly, the new administrator at Saint Louise Regional Hospital, and Krystal Lomanto, San Benito County Superintendent of Schools. Kathleen Rose congratulated the Lady Rams volleyball team for their winning season. She said student veterans are hosting a taco lunch on November 10.

(c) Academic Senate

No report

(d) Professional Support Staff

Diane Seelie reported that CSEA is seeking a 2nd representative for President's Council and the Board meetings.

(e) Student Representative

Iris Cueto said five ASGC members attended the Leadership Conference. She met with some staff and AB540 students and shared with the board that these students struggle and will need support from staff and school. Iris Cueto and Ryan Shook will be attending an AB540 Conference in November. She is hoping to bring back ideas for helping AB540 students on campus. Iris Cueto asked that the Board members hear the concerns of the faculty as presented in public comment at 6 p.m. She also encouraged board members and administrators to attend their ASGC meetings.

When asked by Laura Perry about the lack of support for AB540 students, Iris Cueto explained how lost she felt when applying at Gavilan as a "Dreamer." Kathleen Moberg said a counselor has been hired that is dedicated for foster youth and undocumented students. She said they will help develop "Dreamers' safe spaces". Laura Perry suggested Iris Cueto present student items of concern to the board for information and assistance.

(f) Board Member Comments

Kent Child – visited the Coyote Valley site and said it will be a great learning environment. He also reported attending the Gallery Art Exhibit in the library.

Mark Dover – no report.

Tom Breen – provided a few words describing each trustee.

Jonathan Brusco – wished Judge Breen a happy retirement and thanked him for his service.

Walt Glines – congratulated the Lady Rams Volleyball team as Coast Conference Champs. He reported that the Santa Clara Register of Voters website has not been updated for the Gavilan redistricting changes. Walt Glines acknowledged the Gavilan Democratic Party Club, ASGC, and the Library for hosting a Town Hall gathering. He said all government facilities need to designate single use restrooms as universal use. Walt Glines gave "kudos" to Wade Ellis, Jan Bernstein-Chargin, Ryan Shook, and Joe Lovecchio for bringing food trucks on campus during the interim housing shutdown of cafeteria services. He described the "Meet the New Faculty" game initiated by Leah Halper.

(g) Board President

Laura Perry gave "kudos" to the Nursing Program for the RN's 100% pass rate on the board examinations. She met Susan Paulsen at Live Oak High who expressed interest in Gavilan's water program.

10. Board Committee Reports

No report.

11. Information/Staff Reports

(a) Noncredit/Gavilan Regional Adult and Career Education Services (ACES)

Randy Brown reported on the Noncredit Program and the Regional Adult and Career Education Services. He acknowledged the ACES team including Mary Anne Sanidad who oversees the Adult Education Block Grant for implementing the services of "providing an onramp for our communities' most under-served students in order to support them in achieving their academic and life goals." Randy Brown highlighted: increased marketing and outreach; expansion of services into the communities; working collaboratively with the ESL program; work on curriculum development and implementation; ESL student transitions; short-term vocational programs; and, goals for the future.

(b) Substantive Change Proposal, Change of Location: Coyote Valley Center

Kathleen Rose reported that this proposal is being presented for board review and will be sent to ACCJC for their February meeting. Walt Glines noted that Phase II is not funded and will require a general obligation bond to complete it.

(c) 2016 Student Success Scoreboard

Institutional Researcher Peter Wruck was introduced. Peter Wruck talked about the Chancellor's Office California Community College 2016 Student Success Scorecard

information. He said the report allows our student outcomes to be compared to other institutions within the system. He reviewed the qualification for a student to be reported in the data and highlighted some of the data results. He provided an overview of what is to come in the Instructional Research Office. He said a professional expert, funded through categorical funds, will be hired as a research analyst. Peter Wruck said he has been meeting with faculty who want to use data in their decision making. He reported that Gavilan's "Factbook" will be updated and interactive in a few months. He is also developing a model that allows the district a prediction on student success. He said this will allow Gavilan to better target resources. Walt Glines said the college should do better for their students than this report reflects. Kathleen Moberg said there are new initiatives to streamline the process for students to get out of remediation more quickly. Peter Wruck said the statistics are comparable with peer institutions and identifies common challenges that colleges are facing in the state.

III. ACTION ITEMS

1. New Business

(a) Curriculum

MSC (K. Child/W. Glines)

Vote

6 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Laura Perry, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye to approve

0 Noes

1 Absent: L. Locci

(b) Quarterly Financial Status Report, CCFS 311 Q at September 30, 2016

MSC (T. Breen/J. Brusco)

Vote

6 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Laura Perry, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye to approve

0 Noes

1 Absent: L. Locci

(c) Budget Planning Calendar

MSC (K. Child/W. Glines)

Vote

6 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Laura Perry, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye to approve

0 Noes

1 Absent: L. Locci

(d) Ratification of CSEA Tentative Agreement

MSC (T. Breen/J. Brusco)

Vote

6 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Laura Perry, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye to approve

0 Noes

1 Absent: L. Locci

(e) Consider and Accept Bids for the Student Center Seismic Upgrade Project

MSC (T. Breen/I. Cueto)

Vote

6 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Laura Perry, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye to approve

0 Noes

1 Absent: L. Locci

- (f) Geotechnical Service Agreement with Cornerstone Earth Group
MSC (W. Glines/M. Dover)

Vote

6 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Laura Perry, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye to approve

0 Noes

1 Absent: L. Locci

- (g) Project Inspector Service Agreement with Keith Brown Inspections
MSC (T. Breen/K. Child)

Vote

6 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Laura Perry, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye to approve

0 Noes

1 Absent: L. Locci

- (h) Approval of two agreements with Enviro Science, Inc. for Hazmat Services for the
Gavilan College Student Center Seismic Upgrade Project
MSC (W. Glines/K. Child)

Vote

6 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Laura Perry, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye to approve

0 Noes

1 Absent: L. Locci

- (i) Project Inspector Service Agreement with Consolidated Engineering Laboratories
MSC (T. Breen/W. Glines)

Vote

6 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Laura Perry, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye to approve

0 Noes

1 Absent: L. Locci

- (j) Telephone System Planning Agreement with Angus-Hamer, Inc. at the Gavilan
College Coyote Valley Educational Center

Correction: Fred Harris noted that the "amount not to exceed" should read "\$20,000";
replacing the amount of "\$15,000".

MSC (T. Breen/W. Glines)

Vote

6 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Laura Perry, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye to approve

0 Noes

1 Absent: L. Locci

- (k) Coyote Valley Educational Center Increment #2, Change Order #3

MSC (W. Glines/M. Dover)

Vote

6 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Laura Perry, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye to approve

0 Noes

1 Absent: L. Locci

- (l) Gym Fire Alarm Replacement, Change Order #1

MSC (T. Breen/W. Glines)

Vote

6 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Laura Perry, Walt Glines and Student Trustee Iris Cueto, advisory vote of aye to approve

0 Noes

1 Absent: L. Locci

IV. CLOSING ITEMS

1. The next regularly scheduled Board meeting is December 13, 2016, Gavilan College, **Dr. TJ Owens Gilroy Early College Academy, Multi-Purpose Building.**
2. Adjournment at 8:53 p.m.

**Gavilan Joint Community College District
Governing Board Agenda**

December 13, 2016

Consent Agenda Item No. 7 (b)
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No.

Human Resources

SUBJECT: Personnel Actions

- Resolution: BE IT RESOLVED,
 Information Only
 Action Item

Proposal:

That the Board of Trustees approve personnel actions the District is entering into during the period of November 8, 2016 thru December 13, 2016.

Background:

Board of Trustees approval is required for all personnel actions. The attached items have been prepared in accordance with existing Board policies and laws related to employees within the California Community College system.

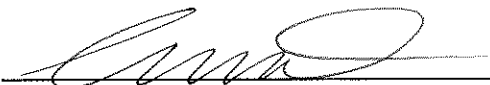
Budgetary Implications:

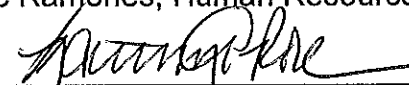
Funds to pay for salaries and benefits of the assignments are included in the final budget for FY 2016-2017.

Follow Up/Outcome:

Human Resources will notify employees of the approved personnel actions and issue authorization to allow processing of payroll when due.

Recommended By: Eric Ramones, Human Resources Director

Prepared By: 
Eric Ramones, Human Resources Director

Agenda Approval: 
Dr. Kathleen Rose, Superintendent/President

A. Classified and Unclassified Personnel Actions – December 13, 2016

Unless otherwise, please refer to the Classified Salary Schedule for the following personnel actions:

I. APPOINTMENTS/PROMOTIONS/TRANSFERS/PERMANENT SCHEDULE CHANGES/WORKING OUT-OF-CLASS

NONE

II. SHORT TERM AND SHORT TERM PEAK/TEMPORARY APPOINTMENTS

Jessica Gonzalez Admission/Student Records Technician
Student Services
November 11, 2016 to June 30, 2017

Juan Carlos Hernandez Financial Aid Technician I
Student Services
November 9, 2016 to March 31, 2017

Rosangela Navarro Office Assistant
Student Services
October 13, 2016 to June 1, 2017

III. PROFESSIONAL EXPERTS

Maria Lopez Spanish Translation
Career Technical Education
October 1, 2016 to November 10, 2016

IV. SUBSTITUTE AND/OR INTERSESSION APPOINTMENTS

Maria Fernandez Athletic Trainer
Kinesiology and Athletics
October 15, 2016 to May 30, 2017

V. REQUESTS FOR LEAVE

NONE

VI. PERMISSION TO ENROLL/STAFF DEVELOPMENT

NONE

VII. PERMISSION TO ENROLL/PROFESSIONAL GROWTH

NONE

VIII. APPLICATION FOR AWARD/STAFF DEVELOPMENT

NONE

IX. APPLICATION FOR AWARD/PROFESSIONAL GROWTH

NONE

X. ADDITIONAL DUTY/STIPEND

NONE

XI. VOLUNTEERS

NONE

XII. RESIGNATIONS AND RETIREMENTS

NONE

XIII. REQUEST FOR CATASTROPHIC LEAVE CREDITS

NONE

RECOMMENDATION: The Administration recommends approval of the above Classified & Unclassified Personnel Actions.

B. Faculty Personnel Actions – December 13, 2016

Unless otherwise, please refer to the Faculty Salary Schedule for the following personnel actions:

I. APPOINTMENTS

Blanca Melchor	Non-Credit Counselor Community Development and Grants Management December 14, 2016
Paul Agaliotis	Aviation Maintenance Instructor Career Technical Education August 10, 2016
Nicholas Park	Sociology Instructor Liberal Arts and Sciences August 25, 2016

II. FACULTY OVERLOAD/ADDITIONAL DUTY/STIPENDS

Blanca Arteaga	Basic Skills Faculty Mentor Liberal Arts and Sciences August 23, 2016 to May 27, 2017
Carla Velarde-Barros	Basic Skills Faculty Mentor Liberal Arts and Sciences August 23, 2016 to May 27, 2017
Celia Marquez	Basic Skills Faculty Mentor Liberal Arts and Sciences August 23, 2016 to May 27, 2017
Darlene Del Carmen	Counselor Winter Intersession Kinesiology and Athletics December 19, 2016 to January 26, 2017
Darlene Del Carmen	Basic Skills Faculty Mentor Liberal Arts and Sciences August 23, 2016 to May 27, 2017
Deborah Farris-Amaro	Department Chair Allied Health Career Technical Education August 26, 2016 to May 26, 2017
Deborah Farris-Amaro	Registered Nursing Grant Director Career Technical Education July 1, 2016 to May 31, 2017

Ellen Venable	Co-Department Chair Business and CSIS Career Technical Education August 26, 2016 to May 26, 2017
Gilbert Ramirez	Lead Faculty Cosmetology Career Technical Education August 29, 2016 to May 26, 2017
Herbert Spenner	Lead Faculty Aviation Career Technical Education August 29, 2016 to May 26, 2017
Jane Maringer-Cantu	Department Chair Disability Resource Center August 29, 2016 to May 26, 2017
Jennifer Nari	Gavilan Regional Adult and Career Educational Services Consortium Work Community Development and Grants Management October 1, 2016 to June 30, 2017
Johanna Stewart	Basic Skills Faculty Mentor Liberal Arts and Sciences August 23, 2016 to May 27, 2017
Julian Kearns	Co-Department Chair Business and CSIS Career Technical Education August 26, 2016 to May 26, 2017
Leslie Tenney	Curriculum Chair Student Services August 27, 2016 to December 16, 2016
Leslie Tenney	Curriculum Chair Student Services January 30, 2017 to May 30, 2017
Leslie Tenney	Counselor Overload Student Services August 27, 2016 to December 16, 2016
Leslie Tenney	Counselor Overload Student Services January 30, 2017 to May 30, 2017
Leslie Tenney	Peer Mentor Coordinator/ Counselor Student Services August 26, 2016 to June 1, 2017

Marla Butler STEM III Assignment
Liberal Arts and Sciences
October 25, 2016 to January 31, 2017

Martha Oral Contextualized English Faculty
Career Technical Education
January 1, 2017 to January 31, 2017

Nikki Dequin Department Chair
Kinesiology and Athletics
August 29, 2016 to May 26, 2017

Pat Henrickson Lead Faculty Child Development
Career Technical Education
August 26, 2016 to May 26, 2017

Pat Henrickson Department Chair/ Vocational Tech
Career Technical Education
August 26, 2016 to May 26, 2017

Scott Sandler Contextualized English Faculty
Career Technical Education
January 1, 2017 to January 31, 2017

III. PART-TIME FACULTY (CREDIT & NON-CREDIT) ASSIGNMENTS/STIPENDS

Alexandre Beraha South Bay Regional Public Safety Consortium
Volunteer Instructor
December 14, 2016

Amy Van Gundy Non-Credit Instructor
Community Development and Grants Management
October 27, 2016 to June 30, 2017

Bethany Lyons South Bay Regional Public Safety Consortium
Volunteer Instructor
December 14, 2016

Brian Johnson South Bay Regional Public Safety Consortium
Volunteer Instructor
December 14, 2016

Bryan Wall South Bay Regional Public Safety Consortium
Volunteer Instructor
December 14, 2016

Chomnan Loth South Bay Regional Public Safety Consortium
Volunteer Instructor
December 14, 2016

Chong-in David Lee	South Bay Regional Public Safety Consortium Volunteer Instructor December 14, 2016
Danny Warner	South Bay Regional Public Safety Consortium Volunteer Instructor December 14, 2016
Donna Backman	Part-Time Instructor South Bay Regional Public Safety Consortium June 18, 2016
Erik Nelson	Women's Basketball Recruiting Kinesiology and Athletics January 30, 2017 to May 30, 2017
Frank Nick Fortino	Non-Credit Instructor Community Development and Grants Management November 1, 2016 to June 30, 2017
Heath Johnson	South Bay Regional Public Safety Consortium Volunteer Instructor December 14, 2016
Hope Jukl	STEM Activity Advisor Liberal Arts and Sciences October 1, 2016 to September 30, 2017
Ian Parsons	South Bay Regional Public Safety Consortium Volunteer Instructor December 14, 2016
Jaimee Stoll De Pompeo	Non-Credit Instructor Community Development and Grants Management November 2, 2016 to December 16, 2016
Jason Pfarr	South Bay Regional Public Safety Consortium Volunteer Instructor December 14, 2016
Jeffrey Emley	South Bay Regional Public Safety Consortium Volunteer Instructor December 14, 2016
Jeffrey Reed	South Bay Regional Public Safety Consortium Volunteer Instructor December 14, 2016

Jeffrey Roccaforte	South Bay Regional Public Safety Consortium Volunteer Instructor December 14, 2016
Joanna Sorbi	South Bay Regional Public Safety Consortium Volunteer Instructor December 14, 2016
Joseph Heylen	South Bay Regional Public Safety Consortium Volunteer Instructor December 14, 2016
Kimberly Robinson	South Bay Regional Public Safety Consortium Volunteer Instructor December 14, 2016
Leslie Jordan	Lead Faculty Water Career Technical Education August 29, 2016 to May 26, 2017
Lilian Tashiro	South Bay Regional Public Safety Consortium Volunteer Instructor December 14, 2016
Martin Mahon	South Bay Regional Public Safety Consortium Volunteer Instructor December 14, 2016
Megan Wong	Learning Activities Instructor Community Development and Grants Management August 1, 2016 to December 19, 2016
Megan Wong	Learning Commons Coordinator Community Development and Grants Management August 1, 2016 to December 19, 2016
Michael Toscano	South Bay Regional Public Safety Consortium Volunteer Instructor December 14, 2016
Patrick Akana	South Bay Regional Public Safety Consortium Volunteer Instructor December 14, 2016
Philip Anthony Lamonica	South Bay Regional Public Safety Consortium Volunteer Instructor December 14, 2016

Roxanne Viray	South Bay Regional Public Safety Consortium Volunteer Instructor December 14, 2016
Sabrina Reich	South Bay Regional Public Safety Consortium Volunteer Instructor December 14, 2016
Sera Hirasuna	Contextualized English Faculty Career Technical Education January 1, 2017 to January 31, 2017
Susan Dodd	Curriculum Development Form C Career Technical Education October 1, 2016 to December 16, 2016
Susan Dodd	Curriculum Development Aviation Career Technical Education October 1, 2016 to December 31, 2016
Susan Dodd	Curriculum Development Student Learning Outcomes Career Technical Education September 27, 2016 to October 3, 2016
Thomas Tveit	South Bay Regional Public Safety Consortium Volunteer Instructor December 14, 2016
Valentin Paredez	South Bay Regional Public Safety Consortium Volunteer Instructor December 14, 2016

IV. SUBSTITUTE AND/OR INTERSESSION APPOINTMENTS

Susan Dodd	Adapted Physical Education Instructor Disability Resource Center November 15, 2016
------------	--

V. REASSIGNMENTS

NONE

VI. RESIGNATIONS AND RETIREMENTS

NONE

VII. REQUEST FOR LEAVE

NONE

VIII. REQUEST FOR CATASTROPHIC LEAVE CREDITS

NONE

IX. NEW FSA ASSIGNMENT

NONE

RECOMMENDATION: The Administration recommends approval of the above Faculty Personnel Actions.

C. Management/Confidentials Personnel Actions – December 13, 2016

Unless otherwise, please refer to the Unrepresented Employees Salary Schedule(s) for the following personnel actions:

I. APPOINTMENTS/CONTRACT RATIFICATION AND EXTENSIONS

Deborah Britt-Petty Executive Assistant
 Administrative Services
 January 3, 2017

II. ADDITIONAL DUTY/STIPEND

NONE

III. SUBSTITUTE AND/OR INTERSESSION APPOINTMENTS

NONE

IV. REQUEST FOR LEAVE

NONE

V. PERMISSION TO ENROLL/PROFESSIONAL GROWTH

NONE

VI. APPLICATION FOR AWARD/PROFESSIONAL GROWTH

NONE

VII. RESIGNATIONS AND RETIREMENTS

NONE

RECOMMENDATION: The Administration recommends approval of the above Management/Confidential Personnel Actions.

D. Administration Personnel Actions – December 13, 2016

Unless otherwise, please refer to the Administrative Salary Schedule for the following personnel actions:

I. APPOINTMENTS

NONE

II. ADDITIONAL DUTY/STIPENDS

NONE

III. BOARD MEMBER APPROVED ABSENCE

NONE

IV. BOARD MEMBER RESIGNATION

Tom Breen Board of Trustees Member
 Board of Trustees
 End of assignment November 8, 2016

V. RESIGNATIONS AND RETIREMENTS

NONE

RECOMMENDATION: The Administration recommends approval of the above Administrative Personnel Actions.

Gavilan Joint Community College District Governing Board Agenda

December 13, 2016

Consent Agenda Item No. 7 (c) Administrative Services
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No.

SUBJECT: Warrants and electronic transfers drawn on District Funds

Resolution: BE IT RESOLVED,

Information Only

Action Item

Proposal:

That the Board of Trustees ratify warrants and electronic transfers drawn on district funds for the period of November 1, 2016 – November 30, 2016.

Background:

In accordance with Education Code Section 85266.5 the Board of Trustees will review for ratification of warrants issued.

Warrants:

Dates	Warrant Numbers	Amount
11/1/16 – 11/30/16	18041614	\$2,794,416.71

Electronic Transfers:

Dates	Description	Amount
None to report		

The complete warrant and electronic transfer list is available for review in the President's Office.

Budgetary Implications:

Expenditures are included in the budget for FY 2016-2017.

Follow Up/Outcome:

No further action is required.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Wade W. Ellis, CPA
Wade W. Ellis, CPA – Director, Business Services

Agenda Approval: Kathleen A. Rose
Dr. Kathleen A. Rose, Superintendent/President

Gavilan Joint Community College District Governing Board Agenda

December 13, 2016

Consent Agenda Item No. 7(d)
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No.

Administrative Services

SUBJECT: Payroll Warrants drawn on District Funds

- Resolution: BE IT RESOLVED,
 Information Only
 Action Item

Proposal:

Ratification of payroll warrants drawn on district funds for the month of November 2016.

Background:

In accordance with Education Code Section 85241 and 85260, the Board of Trustees may direct the County Office of Education to issue payroll warrants from district funds for the payment of salaries and wages for district employees. The following payrolls were processed by the Santa Clara County Office of Education for our district during the month of November 2016:

Payroll Period	Pay Date	Total Salaries/Wages
November Supplemental 1	November 10, 2016	\$ 427,485.75
November Supplemental 2	November 16, 2016	\$ 932.25
November Regular (EOM)	November 30, 2016	\$ 1,847,391.62
TOTAL	<i>(744 Pay Warrants Issued)</i>	\$ 2,275,809.62

Budgetary Implications:

Expenditures are included in the Budget for FY 2016/17.

Follow Up/Outcome:

No further action is required.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Wade W. Ellis, CPA
Wade W. Ellis, CPA - Director, Business Services

Agenda Approval: Kathleen A. Rose
Dr. Kathleen A. Rose, Superintendent/President

Gavilan Joint Community College District Governing Board Agenda

December 13, 2016

Consent Agenda Item No. - 7 (e)
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No.

Administrative Services

SUBJECT: Purchase Order Ratification

Resolution: BE IT RESOLVED,

Information Only

Action Item

Proposal:

That the Board of Trustees approve the attached November 2016 list of purchase orders for FY 2016-17.

Background:

During the fiscal year purchase orders are used to acquire goods and services for the District. California Code of Regulations title 5 §Sec. 81655 requires the Board of Trustees to ratify District purchases orders issued.

Budgetary Implications:

Purchase Orders are needed to accommodate expenditure needs of various departments' budgets to appropriate general fund and categorical programs.

Follow Up/Outcome:

No further action is required.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Wade W. Ellis, CPA
Wade W. Ellis, CPA – Director, Business Services

Agenda Approval: Kathleen A. Rose
Dr. Kathleen A. Rose, Superintendent/President

November 2016 Purchase Orders

Purchase Order	Transaction Date	Vendor Name	Amount
OP17330	11/1/2016	Califitness Inc	\$ 750.00
OP17331	11/1/2016	Enterprise Holdings LLC	\$ 1,254.00
ME001223	11/2/2016	Krueger International Inc	\$ 67,882.77
P0006870	11/3/2016	Pocket Nurse Enterprises Inc	\$ 209.57
P0006871	11/3/2016	Gilroy Unified School District	\$ 870.00
P0006872	11/3/2016	McKee, Frederick	\$ 5,500.00
P0006874	11/3/2016	American Volleyball Coaches Association	\$ 165.00
OP17332	11/3/2016	PG&E	\$ 5,000.00
OP17333	11/3/2016	Apolinar, Eliseo	\$ 1,000.00
ASB17009	11/3/2016	Follett Higher Education Group	\$ 4,772.07
P0006876	11/3/2016	Palace Art & Office Supply	\$ 334.95
P0006879	11/3/2016	Palace Art & Office Supply	\$ 188.90
P0006880	11/3/2016	COADN	\$ 200.00
P0006881	11/3/2016	Dell Marketing	\$ 1,960.72
P0006883	11/3/2016	Classic Cleaners	\$ 200.00
P0006886	11/3/2016	Pacific Monarch	\$ 1,600.00
P0006887	11/3/2016	Dell Marketing	\$ 1,069.10
ASB17008	11/3/2016	Riso, Karen	\$ 88.63
P0006873	11/3/2016	Intuit Inc	\$ 149.95
P0006875	11/3/2016	Burmax Company	\$ 1,478.55
P0006877	11/3/2016	Blick Art Materials	\$ 542.66
P0006878	11/3/2016	CDW Government Inc	\$ 149.99
P0006885	11/3/2016	Alfaro, Lilian	\$ 300.00
P0006882	11/3/2016	Gawf, John	\$ 357.73
P0006888	11/4/2016	Elsevier Inc.	\$ 2,499.82
P0006889	11/7/2016	San Jose State University	\$ 49,338.88
P0006890	11/7/2016	Inquiry & Improvements Services LLC	\$ 2,500.00
P0006891	11/7/2016	Charnstrom	\$ 5,216.75
CON10041	11/8/2016	1 Stop Office Furniture	\$ 48,500.00
P0006895	11/14/2016	Dell Marketing	\$ 804.11
P0006896	11/14/2016	Dell Marketing	\$ 832.67
P0006897	11/14/2016	ITC Systems (USA) Inc	\$ 1,453.75
P0006898	11/14/2016	SVM LP	\$ 13,643.76
P0006900	11/14/2016	Community College League Of CA	\$ 150.00
P0006902	11/14/2016	Community College League Of CA	\$ 4,596.42
P0006893	11/14/2016	Hach Company	\$ 4,160.69
P0006904	11/14/2016	California State University Monterey Bay	\$ 2,255.96
P0006905	11/14/2016	Ernie's Plumbing & Repair Service Inc	\$ 3,375.00
P0006907	11/14/2016	Hart Flooring Company Inc	\$ 475.00
P0006908	11/14/2016	CDW Government Inc	\$ 88.57
P0006912	11/14/2016	School Outfitters LLC	\$ 854.60
P0006913	11/14/2016	Dell Marketing	\$ 22,987.20
P0006914	11/14/2016	New SV Media Inc	\$ 300.00
P0006916	11/14/2016	Gilroy Unified School District	\$ 1,753.75
P0006917	11/14/2016	Ernie's Plumbing & Repair Service Inc	\$ 3,122.70

November 2016 Purchase Orders

P0006918	11/14/2016	Highway Toll Administration LLC	\$ 22.90
P0006919	11/14/2016	Pacific Sierra Board of Officials	\$ 310.00
P0006921	11/14/2016	Morgan Hill Chamber Of Commerce	\$ 300.00
P0006923	11/14/2016	B & H Photo-Video	\$ 224.57
P0006924	11/14/2016	Hartnell College	\$ 34,728.41
P0006925	11/14/2016	California State University Monterey Bay	\$ 5,608.22
P0006926	11/14/2016	Cybrarian Corporation	\$ 495.00
P0006927	11/14/2016	CDW Government Inc	\$ 88.57
P0006928	11/14/2016	CDW Government Inc	\$ 88.57
ME001224	11/14/2016	Lozano Smith LLP	\$ 921.00
P0006930	11/14/2016	Sanpri Electric Inc	\$ 6,800.00
P0006931	11/14/2016	Colla Signs	\$ 1,400.80
OP17334	11/14/2016	Quill Company	\$ 700.00
OP17336	11/14/2016	Escobar, Edward	\$ 90.00
OP17337	11/14/2016	Marx Towing Inc	\$ 380.00
OP17338	11/14/2016	The Learning Oasis Inc	\$ 5,000.00
OP17339	11/14/2016	Energy Systems	\$ 1,700.00
P0006920	11/14/2016	Gawf, John	\$ 131.59
P0006892	11/14/2016	BFGC - IBI Group Architecture Planning	\$ 40,000.00
P0006935	11/14/2016	Evisions Inc	\$ 3,240.00
P0006894	11/14/2016	Riso, Karen	\$ 15.88
P0006901	11/14/2016	Dell Marketing	\$ 302.19
P0006903	11/14/2016	Dell Marketing	\$ 14,285.05
P0006906	11/14/2016	SARS Software Products Inc	\$ 6,800.00
P0006909	11/14/2016	Dell Marketing	\$ 1,235.07
P0006910	11/14/2016	Access Ingenuity	\$ 5,205.63
P0006911	11/14/2016	Palace Art & Office Supply	\$ 370.99
P0006915	11/14/2016	CollegeSource Inc	\$ 6,036.00
P0006922	11/14/2016	B & H Photo-Video	\$ 7,297.56
P0006929	11/14/2016	Clay Planet	\$ 4,393.51
P0006932	11/14/2016	American Leak Detection 0158	\$ 445.00
P0006933	11/14/2016	American Technologies Inc	\$ 1,355.00
P0006936	11/15/2016	ACCE	\$ 159.00
P0006937	11/15/2016	ACCE	\$ 159.00
P0006938	11/15/2016	ACCE	\$ 59.00
P0006939	11/17/2016	Pacific Janitorial Supply Company	\$ 144.53
OP17340	11/17/2016	Palace Art & Office Supply	\$ 927.00
OP17341	11/17/2016	Palace Art & Office Supply	\$ 2,011.00
OP17342	11/17/2016	Follett Higher Education Group	\$ 4,000.00
OP17343	11/17/2016	Follett Higher Education Group	\$ 800.00
OP17344	11/17/2016	Palace Art & Office Supply	\$ 2,000.00
P0006940	11/17/2016	The Bach Company	\$ 1,096.06
P0006941	11/22/2016	Troxell Communications Inc	\$ 66.51
OP17345	11/22/2016	Enterprise Holdings LLC	\$ 500.00
OP17346	11/22/2016	Gilroy Unified School District	\$ 1,650.00
OP17347	11/22/2016	Palace Art & Office Supply	\$ 1,000.00
OP17348	11/22/2016	Follett Higher Education Group	\$ 750.00

November 2016 Purchase Orders

OP17349	11/22/2016	SalonCentric	\$ 2,000.00
OP17350	11/22/2016	Blick Art Materials	\$ 1,300.00
OP17351	11/22/2016	Palace Art & Office Supply	\$ 500.00
OP17352	11/22/2016	Discovery	\$ 2,400.00
P0006942	11/22/2016	Dell Marketing	\$ 146.17
OP17360	11/23/2016	Palace Art & Office Supply	\$ 500.00
OP17353	11/23/2016	Cintas Corp #630	\$ 750.00
OP17355	11/23/2016	Cronin, Christopher	\$ 90.00
P0006943	11/23/2016	Dell Marketing	\$ 2,904.90
P0006944	11/23/2016	School Outfitters LLC	\$ 868.73
OP17356	11/23/2016	Clay Planet	\$ 2,000.00
OP17357	11/23/2016	Casey Printing	\$ 2,304.00
P0006945	11/23/2016	General Printing and Design Inc	\$ 4,105.00
P0006946	11/23/2016	Riso, Karen	\$ 15.88
P0006947	11/23/2016	Crooks, Alleen	\$ 52.20
P0006948	11/23/2016	Dimas, Rene	\$ 1,800.00
OP17358	11/23/2016	South Bay Metals & Salvage	\$ 250.00
OP17359	11/23/2016	Palace Art & Office Supply	\$ 2,000.00
P0006950	11/23/2016	Palace Art & Office Supply	\$ 4,898.50
AOP17023	11/23/2016	Coaches Aid Corporation	\$ 1,350.00
ASB17010	11/23/2016	Calif Comm College Men's Basketball Coaches Assn	\$ 150.00
OP17361	11/23/2016	Ingenium Group LLC	\$ 11,000.00
P0006951	11/23/2016	Ernie's Plumbing & Repair Service Inc	\$ 310.00
OP17354	11/23/2016	EBSCO Industries Inc	\$ 10,000.00
ME001225	11/23/2016	CDW Government Inc	\$ 761.25
P0006949	11/23/2016	Rose Brand Wipers Inc	\$ 11,364.38
P0006952	11/23/2016	Grainger Industrial Supply Co	\$ 1,191.60
P0006953	11/23/2016	Moore Medical LLC	\$ 5,410.31
P0006954	11/23/2016	Dermalogica Inc	\$ 449.14
ME001226	11/23/2016	Dell Marketing	\$ 16,180.14
OP17362	11/28/2016	LA Warner Hotel Partners LLC	\$ 2,000.00

Total Purchase Orders

\$ 519,280.03

**Gavilan Joint Community College District
Governing Board Agenda**

December 13, 2016

Consent Agenda Item No. : 7 (F)
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No.

Administrative Services

SUBJECT: Ratification of Agreements

- Resolution: BE IT RESOLVED,
 Information Only
 Action Item

Proposal:

That the Board of Trustees ratify agreements entered into pursuant to the Education Code. Attachment A is a list of agreements to be ratified.

Background:

Education Code Section 81656 authorizes the Board of Trustees to delegate authority to enter into contracts up to \$87,800 subject to ratification by the Board within 60 days of issuance of agreement.

Budgetary Implications:

The contracts are funded by appropriations included in the Budget for FY 2016-2017.

Follow Up/Outcome:

No further action is required.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Wade W. Ellis, CPA
Wade W. Ellis, CPA - Director, Business Services

Agenda Approval: Kathleen A. Rose
Dr. Kathleen A. Rose, Superintendent/President

Meeting Date: December 13, 2016

Agreement Number	Amount	Vendor	Description
ME001230	\$ 9,486.49	Etheric Networks Inc	Temporary Internet Service for Coyote Valley Ed Center Period of Service: 12/13/16 - 6/30/17
ME001228	\$ 11,358.11	Williams Scotsman Inc	Portable Building Rental Period of Service: 10/31/16 - 2/28/18
CON10041	\$ 48,500.00	1 Stop Office Furniture	Office Furniture Rental Interim Office Space - Admissions & Records & Financial Aid Period of Service: 10/4/16 - 1/31/17
CON10043	\$ 30,000.00	PPL Inc	Assist With Implementation of an Online Interactive Data Access and Reporting System Period of Service: 11/21/16 - 6/30/17
CON10044	\$ 10,500.00	Remote Learner US Inc	Moodle Hosting & Support Agreement Period of Service: 1/31/17 - 1/30/18
CON10045	Income Contract	Learning Resources Network Inc	Delivery of Online Classes - "UGOTCLASS" Community Education Period of Service: 9/1/16 - 8/31/18
CON10046	Income Contract	The Learning Oasis	Delivery of Pharmacy Technician, Veterinary Assistant, Alcohol & Other Drug Counselor Training Programs Community Education Period of Service: 11/1/16 - 10/31/18
CON10047	\$ 135,886.16	Dell Financial Services	Network Infrastructure for Gavilan Campus Buildings, Hollister Campus, & Morgan Hill Campus Period of Service: 1/1/17 - 1/1/22
CON10048	\$ 33,307.00	Access Communications Inc	Install Raceway and New Cabling Drops for Wireless Access Points at Gavilan Gilroy Campus, Hollister Brigg's Bldg, and Morgan Hill Community Center Sites Period of Service: 12/1/16 - 3/1/17
CON10049	No Cost	XAP Corporation	Use of e-Transcript Covered by a State Chancellor's Office Grant Period of Service: 7/1/16 - 6/30/17
CON10050	\$ 12,523.00	Friends of Vision Literacy	Program Management Services Downtown Literacy Center Period of Service: 7/1/16 - 9/30/16
ME001232	\$ 55,695.00	Cyclone Fence & Iron, Inc	Perimeter Fence at Coyote Valley Educational Center Period of Service: 12/6/16 - 1/30/17

**Gavilan Joint Community College District
Governing Board Agenda**

December 13, 2016

Consent Agenda Item No. 7 (g)
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No.

Administrative Services

SUBJECT: Budget Adjustments

- Resolution: BE IT RESOLVED,
- Information Only
- Action Item

Proposal:

That the Board of Trustees approve the attached budget adjustments for FY 2016-17.

Background:

During the fiscal year various budget adjustments are needed to align revenues and expenditures. California Code of Regulations title 5 §58307 requires the Board of Trustees approve all changes in the budget.

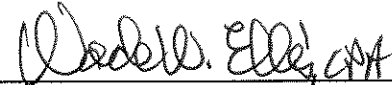
Budgetary Implications:

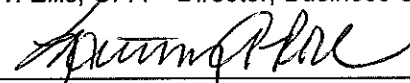
Changes to the Final Budget are needed to accommodate expenditure needs of various departments and to appropriate revenue for the general fund and categorical programs.

Follow Up/Outcome:

No further action is required.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: 
Wade W. Ellis, CPA – Director, Business Services

Agenda Approval: 
Dr. Kathleen A. Rose, Superintendent/President

Fund 100

DECREASE				INCREASE				
Organization #	Account Code	Program #	Amount	Organization #	Account Code	Program #	Amount	Budget Entry
<i>Budget changes within the same fund to accommodate expenditure & revenue needs of various departments</i>								
983510	1110	83500	(124.00)	983510	1110	83550	124.00	
983510	3110	83500	(60.00)	983510	3110	83550	60.00	
983510	3320	83500	(1,035.00)	983510	3320	83550	1,035.00	
983510	3410	83500	(4.00)	983510	3410	83550	4.00	
983510	3430	83500	(18.00)	983510	3430	83550	18.00	
983510	3440	83500	(74.00)	983510	3440	83550	74.00	
983510	3490	83500	(76.00)	983510	3490	83550	76.00	
983510	3510	83500	(51,456.00)	983510	3510	83550	51,456.00	
983510	3610	83500	(5,336.00)	983510	3610	83550	5,336.00	
983510	3710	83500	(669.00)	983510	3710	83550	669.00	
983510	3420	83550	(49,923.00)	983510	3420	83500	49,923.00	
600110	2110	660000	(56,405.00)	600110	2110	601000	56,405.00	
600110	3212	660000	(7,361.00)	600110	3212	601000	7,361.00	
600110	3312	660000	(3,497.00)	600110	3312	601000	3,497.00	
600110	3322	660000	(818.00)	600110	3322	601000	818.00	
600110	3412	660000	(21,964.00)	600110	3412	601000	21,964.00	
600110	3422	660000	(139.00)	600110	3422	601000	139.00	
600110	3432	660000	(323.00)	600110	3432	601000	323.00	
600110	3442	660000	(1,685.00)	600110	3442	601000	1,685.00	
600110	3492	660000	(846.00)	600110	3492	601000	846.00	
600110	3512	660000	(28.00)	600110	3512	601000	28.00	
600110	3612	660000	(28.00)	600110	3612	601000	28.00	
600110	3712	660000	(564.00)	600110	3712	601000	564.00	
630910	2150	677000	(360.00)	630910	2150	670000	360.00	
630910	3211	677000	(52.00)	630910	3211	670000	52.00	
630910	3311	677000	(22.00)	630910	3311	670000	22.00	
630910	3491	677000	(5.00)	630910	3491	670000	5.00	
600124	6405	210550	(152,000.00)	600124	6405	619000	152,000.00	
600124	8652	619000	150,000.00					
600124	8652	210550	(150,000.00)					
670926	2110	677000	(8,455.00)	670926	2110	695000	8,455.00	
670926	3212	677000	(1,103.00)	670926	3212	695000	1,103.00	
670926	3312	677000	(524.00)	670926	3312	695000	524.00	
670926	3322	677000	(123.00)	670926	3322	695000	123.00	
670926	3412	677000	(4,393.00)	670926	3412	695000	4,393.00	
670926	3422	677000	(28.00)	670926	3422	695000	28.00	
670926	3432	677000	(65.00)	670926	3432	695000	65.00	
670926	3442	677000	(337.00)	670926	3442	695000	337.00	
670926	3492	677000	(127.00)	670926	3492	695000	127.00	
670926	3512	677000	(4.00)	670926	3512	695000	4.00	
670926	3612	677000	(4.00)	670926	3612	695000	4.00	
670926	3712	677000	(85.00)	670926	3712	695000	85.00	BU1724
100710	5823		(825.00)	100710	5425		825.00	
984910	4310		(500.00)	984910	5130		310.00	
984910	5264		(200.00)	984910	4711		405.00	
984910	5613		(15.00)	983610	4711		35.00	
984910	5210		(35.00)					
984310	5240		(750.00)	984310	4711		1,570.00	
984310	5264		(600.00)					
984310	5831		(220.00)					

983510	5425	(100.00)	983510	4510	100.00	
983510	5630	(1,000.00)	983510	5831	1,000.00	
984210	4310	(700.00)	984210	4711	1,750.00	
984210	5240	(875.00)				
984210	5300	(175.00)				
984310	5240	(750.00)	984310	5264	750.00	
984310	5300	(100.00)	984310	4711	100.00	
999910	8895	(192,661.00)				
671210	8897	(129,131.00)				
999910	8897	192,661.00				
671210	8895	129,131.00				BU1725
984410	4310	(1,500.00)	984410	4510	289.00	
984410	5264	(2,000.00)	984410	5240	4,428.00	
984410	5300	(225.00)	984410	5613	698.00	
984410	5612	(540.00)				
984410	5831	(1,150.00)				BU1727
		<u>(382,380)</u>			<u>382,380</u>	

Final (Adopted) Estimated Beginning Fund Balance at 7/1/16		3,358,623
Change to Actual Fund Balance at 7/1/16	974,606	
Actual Beginning Balance at 7/1/16		4,333,229
Final (Adopted) Budget Net Change in Fund Balance		(595,261)
Budget adjustments from current year's previous months to increase (decrease) net change to fund balance	(152,029)	
Current decrease in budgeted expenditures increases Fund Balance	382,380	
Current increase in budgeted expenditures decreases Fund Balance	(382,380)	
Revised Net Change in Ending Fund Balance		<u>(152,029)</u>
Estimated Ending Fund Balance 6/30/17 for General Fund 100		<u>3,585,939</u>

Fund 270

DECREASE			INCREASE					
Organization #	Account Code	Program #	Amount	Organization #	Account Code	Program #	Amount	Budget Entry
<i>Budget changes within the same fund to accommodate expenditure & revenue needs of various departments</i>								
681927	1310		(12,000.00)	681927	6400		12,000.00	
681927	3110		(809.00)	681927	3100		809.00	BU1719
502027	2315		(3,070.00)	502027	4200		3,070.00	BU1728
Total Fund 270:			<u>(15,879)</u>				<u>15,879</u>	

Final (Adopted) Estimated Beginning Fund Balance at 7/1/16		\$0.00
Change to Actual Fund Balance at 7/1/16	\$0.00	
Actual Beginning Balance at 7/1/16		\$0.00
Final (Adopted) Budget Net Change in Fund Balance		
Budget adjustments from current year's previous months to increase (decrease) net change to fund balance		
Current decrease in budgeted expenditures increases Fund Balance	\$15,879.00	
Current increase in budgeted expenditures decreases Fund Balance	(15,879.00)	
Revised Net Change in Ending Fund Balance		<u>\$0.00</u>
Estimated Ending Fund Balance 6/30/17 for General Fund 270		<u>\$0.00</u>

Fund 270

INCOME - Increase/(Decrease)			EXPENSE - Increase/(Decrease)			Budget Entry	
Organization #	Account Code	Program #	Amount	Organization #	Account Code	Program #	Amount
<i>Budget changes within the same fund to accommodate expenditure & revenue needs of various departments</i>							
621127	8895		1,052.16	621127		5831	1,052.16
100827	8840		920.00	100827		6400	920.00
100827	8840		(920.00)	100827		6400	(920.00)
643627	8639		(9,644.00)	643627		2110	31,619.00
				643627		5250	100.00
				643627		5260	1,000.00
				643627		5300	200.00
				643627		5823	11,500.00
				643627		6400	200.00
				643627		7510	17,647.00
				643627		2210	(31,619.00)
				643627		4310	(1,200.00)
				643627		4570	(100.00)
				643627		5240	(200.00)
				643627		7520	(38,502.00)
800027	8695		(127,650.00)				
800027	8681		127,650.00				
				643627		3712	(289.00)
Total Fund 270			<u>(8,591.84)</u>				<u>(8,591.84)</u>

Final (Adopted) Estimated Beginning Fund Balance at 7/1/16		\$0.00
Change to Actual Fund Balance at 7/1/16	\$0.00	
Actual Beginning Balance at 7/1/16		\$0.00
Final (Adopted) Budget Net Change in Fund Balance		\$0.00
Budget adjustments from current year's previous months to increase (decrease) net change to fund balance	\$0.00	
Current increase in budgeted revenue increases Fund Balance	\$8,591.84	
Current Increase in budgeted expenditures decreases Fund Balance	(\$8,591.84)	
Revised Net Change in Ending Fund Balance.		\$0.00
Estimated Ending Fund Balance 6/30/17 for Restricted General Fund 470		\$0.00

Fund 470

INCOME - Increase/(Decrease)			EXPENSE - Increase/(Decrease)			Budget Entry	
Organization #	Account Code	Program #	Amount	Organization #	Account Code	Program #	Amount
<i>Budget changes within the same fund to accommodate expenditure & revenue needs of various departments</i>							
954147	8894		300.00	954147		4570	300.00
931947	8894		10,066.00	931947		4711	7,000.00
				931947		4510	66.00
				931947		4710	4,000.00
				931947		4712	(1,000.00)
931547	8895		10.00	931547		5240	10.00
				931547		5240	140.00
				931547		5831	(140.00)
931747	8894		1,100.00	931747		5831	(329.00)
						5240	250.00
						5264	1,179.00

931447	8894	4,489.00	931447	4711	5,113.00	
	8895	900.00		4712	2,355.00	
				5831	(2,079.00)	
930647	8894	1,984.00	930647	4310	100.00	
				4711	785.00	
				5264	794.00	
				6400	305.00	BU1727
Total Fund 470		<u>18,849</u>			<u>18,849</u>	

Final (Adopted) Estimated Beginning Fund Balance at 7/1/16		\$0
Change to Actual Fund Balance at 7/1/16	\$488,472	
Actual Beginning Balance at 7/1/16		\$488,472
Final (Adopted) Budget Net Change in Fund Balance	\$0	(\$307,670)
Budget adjustments from current year's previous months to increase (decrease) net change to fund balance	\$1,047	
Current increase in budgeted revenue increases Fund Balance	\$18,849	
Current increase in budgeted expenditures decreases Fund Balance	<u>(\$18,849)</u>	
Revised Net Change in Ending Fund Balance		<u>\$1,047</u>
Estimated Ending Fund Balance 6/30/17 for General Fund 470		<u>\$181,849</u>

Fund 600

DECREASE Account			INCREASE Account		
Program #	Code	Amount	Program #	Code	Amount
<i>Budget changes within the same fund to accommodate expenditure & revenue needs of various departments</i>					
670560	5831	(30,000.00)	662260	5831	30,000.00
670560	5831	<u>(97,000.00)</u>	662260	5831	<u>97,000.00</u>
Total Fund 600		<u>(127,000)</u>			<u>127,000</u>

Final (Adopted) Estimated Beginning Fund Balance at 7/1/16		\$0
Change to Actual Fund Balance at 7/1/16	\$10,564,384	
Actual Beginning Balance at 7/1/16		\$10,564,384
Final (Adopted) Budget Net Change in Fund Balance		(\$343,032)
Budget adjustments from current year's previous months to increase (decrease) net change to fund balance	(\$9,825,914)	
Current decrease in budgeted expenditures increases Fund Balance	\$127,000	
Current increase in budgeted expenditures decreases Fund Balance	<u>(\$127,000)</u>	
Revised Net Change in Ending Fund Balance		<u>(\$9,825,914)</u>
Estimated Ending Fund Balance 6/30/17 for General Fund 600		<u>\$395,438</u>

**Gavilan Joint Community College District
Governing Board Agenda**

December 13, 2016

Consent Agenda Item No. 7 (h)
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No.

Administrative Services

SUBJECT: Monthly Financial Report

- Resolution: BE IT RESOLVED,
 Information Only
 Action Item

Proposal:

That the Board of Trustees consider the FY 2015/16 Monthly Financial Report

Background:

The attached Monthly Financial Report compares the FY 2016/17 Revised Budget as of November 30, 2016 to actual revenue and expenditures as of November 30, 2016.

Follow Up/Outcome:

The Administration will continue to review the FY 2015/16 budget and will submit budget adjustments as necessary for consideration by the Board.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Wade W. Ellis, CPA
Wade W. Ellis, CPA – Director, Business Services

Agenda Approval: Kathleen A. Rose
Dr. Kathleen A. Rose, Superintendent/President

GAVILAN JOINT COMMUNITY COLLEGE DISTRICT
Monthly Financial Report
Summary of All Funds
Fiscal Year 2016-2017
November 30, 2016

Fund / Fund Description	Beginning Fund Balance 7/1/2016	Revised Budgets		Ending Fund Balance 6/30/2017	Year to Date Actual			% Actual to Budget	
		Revenue	Expense		Revenue	Expense	Encumbrance	Revenue	Expense
General Fund									
10 General -Unrestricted	\$4,333,229	\$33,573,674			\$4,067,610				12.1%
1000 - Certificated Salaries			\$11,747,135			\$3,685,675	\$0		31.4%
2000 - Classified Salaries			\$6,280,631			\$1,914,905	\$0		30.5%
3000 - Burdens & Benefits			\$7,096,537			\$2,073,258	\$0		29.2%
4000 - Books & Supplies			\$505,824			\$166,854	\$171,289		66.8%
5000 - Other Operating Expenses			\$6,368,123			\$2,456,481	\$1,794,397		66.8%
6000 - Capital Outlay			\$691,704			\$13,259	\$64,832		11.3%
7000 - Other			\$1,631,010			\$377,154	\$0		23.1%
Total General-Unrestricted	\$4,333,229	\$33,573,674	\$34,320,964	\$3,585,939	\$4,067,610	\$10,687,587	\$2,030,518	12.1%	37.1%
24 Instructional Equipment	\$67	\$259,000	\$259,000	\$67	\$306,050	\$744	\$52,659	118.2%	20.6%
26 Parking	\$0	\$119,909	\$119,909	\$0	\$50,876	\$6,327	\$1,977	42.4%	6.9%
27 General - Restricted	\$0	\$16,173,679	\$16,173,679	\$0	\$5,889,880	\$3,909,892	\$1,788,356	36.4%	35.2%
Total General Fund	\$4,333,296	\$50,126,262	\$50,873,552	\$3,586,006	\$10,314,416	\$14,604,550	\$3,873,511	20.6%	36.3%
21 Measure E - Debt Service	\$4,275,476	\$6,230,637	\$6,060,769	\$4,445,344	\$0	\$0	\$0	0.0%	0.0%
34 Capital Project	\$75,833	\$8,011,934	\$8,067,824	\$19,943	\$1,016,782	\$177,299	\$890,566	12.7%	13.2%
60 Measure E	\$10,564,384	\$22,525	\$10,191,471	\$395,438	\$22,526	\$4,725,015	\$3,207,692	100.0%	77.8%
61 Risk Management	\$0	\$200,000		\$200,000	\$0	\$0	\$0	0.0%	-
72 Child Development	\$0	\$0	\$0	\$0	\$0	\$0	\$0	-	-
92 Long Term Debt	\$5,447,176	\$315,000	\$500	\$5,761,676	\$586,064	\$125	\$0	186.1%	25.0%
Fiduciary Funds									
47 Associated Student Body	\$488,472	\$141,507	\$448,130	\$181,849	\$48,833	\$58,027	\$17,093	34.5%	16.8%
48 Financial Aid	\$0	\$6,494,210	\$6,494,210	\$0	\$2,581,909	\$2,604,054	\$0	39.8%	40.1%
66 Student Center Fund	\$0	\$117,390	\$117,390	\$0	\$18,830	\$17,095	\$8,550	16.0%	21.8%
Total Fiduciary Funds	\$488,472	\$6,753,107	\$7,059,730	\$181,849	\$2,649,572	\$2,679,176	\$25,643	39.2%	38.3%
Totals	\$25,184,637	\$71,659,465	\$82,253,846	\$14,390,256	\$14,589,361	\$22,186,165	\$7,997,411	20.4%	36.7%

Instructors salaries are paid August through May (10 months)
Some obligations, such as rent and contracted services, have been encumbered for the entire fiscal year
Fund 34 Capital Project = State Funded Projects
Does not include end of the month payroll

**Gavilan Joint Community College District
Governing Board Agenda**

December 13, 2016

Consent Agenda Item No. 7 (1) ✓
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No.

Puente Program

SUBJECT: Puente Advisory Committee

- Resolution: BE IT RESOLVED,
 Information Only
 Action Item

Proposal:

Puente Advisory Committee be approved by the Board of Trustees

Background:

The Puente Advisory Committee includes representation from the college personnel, and community, public, non-profit, or business sectors. The purpose of the Advisory Board is to assist the Puente Program with maintaining the program, recruiting and training mentors, and to develop student/mentor sponsored activities.

Budgetary Implications:


None

Follow Up/Outcome:


The Puente Advisory Committee shall meet once a month for the spring semester.

Recommended By: Dr. Kathleen A. Rose, Superintendent/President

Prepared By:


Celia Marquez, Counseling Faculty/Puente

Agenda Approval:


Dr. Kathleen A. Rose, Superintendent/President

Puente Advisory Committee

Gavilan College

2016/2017

Rocio De Reza
Clarissa Morales
Fabian Morales
Jennifer Ortiz
Jennifer Tomasello
Raul Vega

RECOGNITION

**Gavilan Joint Community College District
Governing Board Agenda**

December 13, 2016

Consent Agenda Item No.
Recognition Agenda No. 9. (a)
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No.

Office of the President

SUBJECT: Recognition of the Employee of the Month

Resolution: BE IT RESOLVED,

Information Only

Action Item

Proposal: That the Board of Trustees review recognition of the following Employee of the Month.

Background:

The purpose of the Employee of the Month Award program is to encourage employee excellence and dedication and to let employees know that they are valued for their unique contributions.

Employees of the Month, November 2016 – Jeff Gopp

During the month of October, Jeff was managing an enormous load of major projects: construction in Coyote Valley, completion of construction at San Martin airport, the move of the Student Center to the MP building and CDC, completing work on the water tanks, AND dealing with a herd of wild pigs on the athletics fields. This is all on top of the routine facilities maintenance and custodial that he manages. Thank you Jeff!

Budgetary Implications:

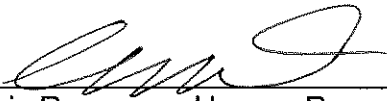
None

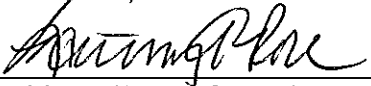
Follow Up/Outcome:

1. The Human Resources Director will contact the employee and let them know that he/she was selected as the EMPLOYEE OF THE MONTH.
2. The Human Resources Director will send an announcement campus-wide.
3. The employee will be recognized by his/her department supervisor.
4. The employee will be recognized in the Campus Newsletter by the PIO.

5. The employee will be recognized at the district's annual Employee Recognition Banquet held in May.
6. The employee's name will be placed on the wall plaque located in the North/South Lounge.
7. The employee will receive a desktop award with his/her name engraved.

Recommended By: Dr. Kathleen Rose, Superintendent/President

Prepared By: 
Eric Ramones, Human Resources Director

Agenda Approval: 
Dr. Kathleen Rose, Superintendent/President

INFORMATION

**Gavilan Joint Community College District
Governing Board Agenda**

December 13, 2016

Consent Agenda Item No.
Information/Staff Reports No. 13 (a)
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No.

Department: Academic Senate

SUBJECT: Noncredit Committee Update

- Resolution: BE IT RESOLVED,
 Information Only
 Action Item

Proposal:

The Noncredit Committee of the Academic Senate submits its goals for 2016-17.

Background:

The Academic Senate created a Noncredit Committee during the spring of 2015. Dr. Debbie Klein and Jennifer Nari co-chair the committee whose membership includes faculty and administrators from the Gavilan Consortium, ESL, English, Math, Social Science, CTE, DRC, Counseling, and Student Services. This committee's charge is to facilitate the interaction of faculty from noncredit and credit programs with regard to program development, instruction, and curriculum.

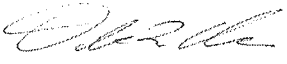
Budgetary Implications:

N/A

Follow Up/Outcome:

The Noncredit Committee welcomes ongoing discussion of its goals.

Recommended By: 
Dr. Kathleen Rose, Executive Vice President and CIO

Prepared By: 
Dr. Debbie Klein, Noncredit Committee Co-chair, Academic Senate

Agenda Approval: 
Dr. Kathleen Rose, Superintendent/ President

Noncredit Committee Goals 2016-17

OUR CHARGE

- ✓ We facilitate the interaction of faculty from noncredit and credit programs with regard to program development, instruction, and curriculum.
- ✓ We make recommendations to the Academic Senate, ensuring that faculty are at the center of decisions regarding noncredit and credit instruction.

WHO ARE WE?

Academic Senate
committee of noncredit and
credit faculty and
administrators from:

Gavilan Consortium, ESL, English,
Math, Social Science, CTE, DRC,
Counseling, and Student Services.

GOALS

- ∞ Offer support and advocate for best practices around curriculum development and modification.
- ∞ Provide a forum for discussion on noncredit and alternative modalities.
- ∞ Discuss and recommend CTE noncredit courses, taking into account labor market data.
- ∞ Assess student retention and success in noncredit courses and pathways.
- ∞ Track student movement between noncredit, dual-enrolled, and credit courses.
- ∞ Discuss ways to provide outreach and support for students making the transition from noncredit to credit and other pathways.

**Gavilan Joint Community College District
Governing Board Agenda**

December 13, 2016

Consent Agenda Item No. Career Technical Education
Information/Staff Reports No. II.13.b
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No.

SUBJECT: Career Technical Education (CTE) and Emerging Vocational Programs

Resolution: BE IT RESOLVED

Information Only

Action Item

Proposal:

The Board of Trustees annually receives information on the CTE and Emerging CTE programs. This year the highlights include Strong Workforce Program funding, expansion of Water Resources Management, developing in areas of Heating, Ventilation and Air Conditioning (HVAC), Hospitality and Unmanned Aircraft Systems (UAS).

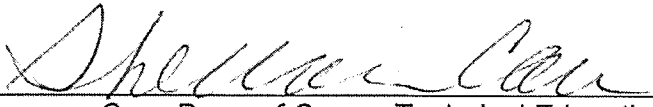
Background:

Update will be presented at the Board meeting to include the 2016-2017 recent award of \$947,616 which includes \$639,561(60% of allocation) and \$308,055 (40% regional allocation).

Budgetary Implications:

Follow Up/Outcome:

Recommended By: Sherrean Carr

Prepared By: 
Sherrean Carr, Dean of Career Technical Education

Agenda Approval: 
Dr. Kathleen Rose, Superintendent/President

**Gavilan Joint Community College District
Governing Board Agenda**

December 13, 2016

Consent Agenda Item No.
Information/Staff Reports No. II.13 (c)
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No.

Administrative Services

SUBJECT: Gavilan College sign at Fairview Corners

- Resolution: BE IT RESOLVED,
 Information Only
 Action Item

Proposal:

To discuss the possibility of placing a sign at the Fairview Corners site announcing the future construction of the Gavilan College San Benito County Educational Center.

Budgetary Implications:

Unknown at this time.

Follow Up/Outcome:

If the sense of the board is to proceed, obtain a bid and design quote for a sign placement at the Fairview Corners site, and bring it back for board approval.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Frederick E. Harris
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval: Kathleen Rose
Dr. Kathleen Rose, Superintendent/ President

**Gavilan Joint Community College District
Governing Board Agenda**

December 13, 2016

Consent Agenda Item No.
Information/Staff Reports No. 13 (d)
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No.

Office of the President

SUBJECT: Update on Board Goals for 2016

- Resolution: BE IT RESOLVED,
 Information Only
 Action Item

Proposal:

That the Board of Trustees review the actions taken so far to achieve the Board's established goals for 2016.

Background:

Annually the Board of Trustees sets its goals for the upcoming year. An update on the status of the progress made to achieve the goals is provided. A short narrative is provided under each goal.

Budgetary Implications:

The goals of the Board of Trustees in combination with the Strategic Plan are used to establish the funding priorities for the tentative and final budget.

Follow Up/Outcome:

Staff will continue to make progress on developing actions and activities to assist in achieving the Board's stated goals for the year.

Recommended By: Dr. Kathleen A. Rose, Superintendent/President

Prepared By: Dr. Kathleen A. Rose, Superintendent/President

Agenda Approval:



Dr. Kathleen A. Rose, Superintendent/ President

GAVILAN COLLEGE BOARD OF TRUSTEES

2016 BOARD GOALS

Update as of December 1, 2016

Note - not in priority order

1. *A. Complete Phase 1 development of the Coyote Valley Educational site.*
B. Finalize instructional offerings that balance the Public Safety Consortium and the general education needs.
C. Develop the staffing and support requirements to operate the site.

Status Update April 12, 2016

Phase 1 of Coyote Valley Educational site began at the end of 2015. The site is expected to offer its first courses in the Spring 2017 academic semester. South Bay Regional Public Safety Training Consortium has been working with Gavilan personnel to arrange the facilities needed to operate public safety training. Courses consistent with the needs of the Coyote Valley area will be offered along with appropriate support personnel.

Status Update December 1, 2016

Coyote Valley is on track to begin offering instructional content with the first JPA class beginning on January 3, 2017. Gavilan classes will begin February 2017 and will include general education classes selected to support the JPA focus and CTE CIS pathways. Staffing and support requirements continue to be developed to meet the initial needs of the site, with more planned expansion after the conclusion of the Educational Master Planning process and restructuring of current management staff which will conclude by the end of the spring semester. The department chairs have visited the Coyote Valley site and are engaged in enrollment planning and development discussions.

2. *Develop a realistic plan that will lead to an educational site/center located in the Hollister area that is achievable within the near future.*

Status Update April 12, 2016

The San Benito County Educational Center Development timeline has been prepared and is included on the April 2016 Board of Trustees Board Agenda as an information item.

Status Update December 1, 2016

The Board of Trustees continue discussion about Education Center development in Hollister and several public presentations have been made by the Superintendent/President focusing on enrollment patterns and instructional

program development. The comprehensive Educational Master Plan, which will conclude in spring 2017, will provide strategic direction for the next phase of facility development.

3. *Complete the San Martin Airport facility project and relocate the aviation program to the new site.*

Status Update April 12, 2016

Construction work is in progress with opening at the site expected in Fall 2016. Instructional programming has been adjusted to meet the projections for the new site as of Fall 2016.

Status Update December 1, 2016

The San Martin facility for the AMT program opened in September 2016 and is fully supporting the instructional needs of the program. All requirements have been met for ACCJC substantive change with the exception of a future site visit. The new site allows for an expansion of enrollment of future students to 50 and many opportunities for industry involvement in recruiting our students after graduation.

4. *Solidify joint efforts with feeder high school districts that will enhance incoming student's preparation and readiness for college-level coursework.*

Status Update April 12, 2016

Partnerships continue to strengthen with all feeder districts through the High Step program, counselor events, Jump Start, the Student Success Center and Gavilan ACES.

The Counseling division has been reviewing RP Group research on using multiple measures to determine college placement. A pilot with Christopher High School was completed spring 2016 and the effects on student course completion in math/English from this cohort will be evaluated in fall 2016.

Additional review of multiple measure research is being done by the math, English and ESL departments to determine how or whether to implement more broadly. In addition, working with local high schools to assess all juniors and then providing bootcamps during senior year has been written into the new Basic Skills grant proposal. This would require more staff, coordination between high school and college faculty, etc.

Status Update December 1, 2016

The Basic Skills Transformation grant is currently exploring ways of providing math bootcamps for high school students at the end of their junior or beginning of their senior years. Interested high school faculty are going to be trained to

teach the bootcamps. During the Outreach and Recruitment cycle spring 2017, Admissions staff will be sharing a flyer recommending a shorter version of the math bootcamp prior to taking their Placement test.

The Multiple Measures work has taken shape and Gavilan is part of the MMAP project led by the RP Group. Institution Research and math and English faculty have begun to explore using high school GPA and informed self-placement (from the Admissions application) to place students in math and English. Eventually math, English and ESL faculty will have to map our course level content to the new Common Assessment to determine our cut scores. The target date for this has slipped due to Chancellor's office implementation challenges. We anticipate the target will be sometime after spring 2018.

Leadership from CTE and Noncredit divisions have begun to meet with CTE representatives from local school districts to map out CTE program pathways and improve linkages between the systems. This mapping will be used to develop marketing materials and guide students through these pathways. Through these efforts, it is anticipated that pathways are more clearly defined making the transition to Gavilan a smooth process.

5. Implement the by-district election of trustees by the November 2016 election cycle.

Status Update April 12, 2016

Completed

6. Address contract negotiation related issues such as sustainability of benefits and possible training options such as win/win bargaining.

Status Update April 12, 2016

The District and GCFA has approved their respective sunshine proposals for negotiations effective with FY 16/17.

Status Update December 1, 2016

All groups with the exception of GCFA have agreed to contract language which will enable the district to contain costs and sustain a comprehensive benefits program for all employees. All bargaining groups have the opportunity to participate in regional and local negotiation training as opportunities are provided.

7. Plan for necessary accreditation second-half actions and start planning for initial preparation for the next cycle.

Status Update April 12, 2016

Gavilan College submitted the Accreditation Midterm Report in March 2016 and established the standing Accreditation Oversight Committee in collaboration with the Academic Senate.

Status Update December 1, 2016

The Accreditation Oversight Committee continues to meet and is reviewing the standards in anticipation of the next comprehensive visit. Two substantive change proposals have been submitted for the Sam Martin AMT classroom location and for the Coyote Valley location. The AOC is reviewing the Quality Focus essays that have been prepared by colleges who were visited in the fall to better prepare for the Gavilan accreditation self-study in 2019.

8. *Begin initial discussion and planning for a future facilities bond issue proposal.***Status Update April 12, 2016**

An on-site facilities condition assessment of every district building was recently completed. It is the precursor to next develop a comprehensive facilities master plan to justify a new bond issue. Due to the lack of a state bond since 2006, several major projects (gym, library, theater, student center) and failing infrastructure throughout the campus require new funding.

Status Update December 1, 2016

The Board has begun discussion about the possibility of a general obligation bond in 2018 to support specific facilities projects for the district. The current Educational Master Plan is the first step in that process.

9. *Enhance the collaborative and collegial climate on campus so that active engagement in shared governance is broadly embraced by the campus community.***Status Update April 12, 2016**

Two integrated planning retreats were held on campus in the Learning Commons, the Learning Council continued its work through several Focused inquiry Groups (FIGS), and the college has engaged in a dialogue about setting local measurable set standards through the Institutional Effectiveness Partnership Initiative (IEPI) and scorecard data portal available through the Chancellors Office.

Status Update December 1, 2016

As a result of the integrated planning retreats held last spring, a new Integrated Planning Collaborative work group was formed to replace the former Grants Council and combine the efforts of several grant initiatives and major funding

streams (SSSP, Equity and Basic Skills). In addition, several communication channels have opened up including the enhanced website, the President's Forums, the First Friday Newsletters, faculty panels in the community and more. There also has been increased membership on ASGC which has resulted in more active student participation on shared governance and hiring committees on campus.

10. Successfully conduct an effective search for a new superintendent/president to succeed the retiring president. Work with Dr. Kinsella to plan appropriate transitional training on operations and finance related topics.

Status Update April 12, 2016

Applications from candidates were received through March 25, 2016. The screening committees have begun their work.

Status Update December 1, 2016

A new Superintendent/President was hired and served one month as an interim before beginning her contract on July 1, 2016. She has been assigned a mentor through CCLC and was recently nominated as one of 25 community college presidents to participate in the Wheelhouse Professional Development Institute through UC Davis beginning in February 2017.

ACTION ITEMS

NEW BUSINESS

**Gavilan Joint Community College District
Governing Board Agenda**

December 13, 2016

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No. III.1.a

Instruction Office

SUBJECT: Curriculum

- Resolution: BE IT RESOLVED,
 Information Only
 Action Item

Proposal:

That the Board review and approve the recommendations of the Curriculum Committee as reflected in the attached Curriculum Summary.

Background:

The Curriculum Summary lists courses and programs approved by the Curriculum Committee.

Budgetary Implications:

None.

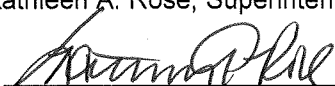
Follow Up/Outcome:

Curriculum modifications are incorporated into the college schedule and catalog.

Recommended By: Dr. Kathleen Rose, Superintendent/President

Prepared By: 

Dr. Kathleen A. Rose, Superintendent/President

Agenda Approval: 

Dr. Kathleen A. Rose, Superintendent/President

**GAVILAN BOARD OF TRUSTEES MEETING
DECEMBER 13, 2016
CURRICULUM SUMMARY**

CONSENT AGENDA

DEACTIVATE COURSES

CARP 200, CARP 201, CARP 202, CARP 203, CARP 204, CARP 205, CARP 206, CARP 207, CARP 208, CARP 209, CARP 210, CARP 211, CARP 212, CARP 213, CARP 214, CARP 215, CARP 216, CARP 217, CARP 218, CARP 219 CARP 220, CARP 290

DRLT 200 , DRLT 202 , DRLT 205 , DRLT 210 , DRLT 212 , DRLT 220 , DRLT 221 , DRLT 222 , DRLT 230 , DRLT 231 , DRLT 240 , DRLT 242 , DRLT 250 , DRLT 260 , DRLT 262 , DRLT 270 , DRLT 290

Justification: Apprenticeship programs are no longer being offered at Gavilan.

JLE141 Investigation Core Course

Justification: Replaced by JLE 204 Investigation Core.

DEACTIVATE PROGRAMS

Carpentry AA Degree and Certificate of Achievement

Drywall AA Degree and Certificate of Achievement

Justification: These programs are no longer being offered at Gavilan.

NEW COURSE PROPOSAL – SECOND READING

ESL 752 NC Advanced ESL Reading/Vocabulary I 0 Units, 4 Hours

This course focuses on academic and critical thinking skills needed to increase reading comprehension and efficiency. Emphasis is on analyzing, making inferences, taking notes, supporting opinions, summarizing and expanding vocabulary. Readings are from academic texts and literature.

ESL 753 NC Advanced ESL Composition I 0 Units, 5 Hours

This course is a composition course for ESL students that develops college composition skills through a review of the parts and elements of the English paragraph and an introduction to the essay form. The course focuses on the development of a paragraph and expands to the writing of multiple paragraphs in an essay. Basic rhetorical patterns and methods of organization are covered using the multiple-draft approach to writing.

ESL 754 NC Advanced ESL Grammar I 0 Units, 5 Hours

This course is designed to help students improve their grammar usage so that they will be able to expand their use of grammar structures in oral and written communication. Students begin the study of more sophisticated grammar structures such as past perfect, passive voice, and modal auxiliaries for past time, and they review present perfect and modals for present and future time. Students will enhance their understanding of grammar by comparing and contrasting new and previously encountered structures and better appreciate the subtleties of English grammar.

ESL 762 **NC Advanced ESL Reading/Vocabulary II** **0 Units, 4 Hours**
This course prepares ESL students for mainstream college classes by reviewing a variety of reading skills, strategies, and topics from different academic disciplines. Students expand their academic vocabulary and read short stories or a novel for literary appreciation.

ESL 763 **NC Advanced ESL Composition II** **0 Units, 5 Hours**
This course is a composition course for ESL students that refines and further expands college composition skills through the writing of essays. The course focuses on the structuring and development of an essay with the use of personal examples. Students write in response to a variety of prompts using different rhetorical patterns such as classification, narration, argumentation, and cause/effect.

HTM 103 **Customer Service for a Multi-Cultural Workplace** **3 Units, 3 Lec, 0 Lab**
This course provides the student with information about the concept of culture and cultural diversity and how it influences customer service within the global marketplace, including how to develop an organizational environment that supports and acknowledges a multitude of cultures. Emphasis will be placed on developing competent communication behaviors and strategies for providing excellent customer satisfaction in a multicultural environment.

JFT 100 **Principles of Emergency Service** **3 Units, 3 Lec, 0 Lab**
This course provides an overview to fire protection and emergency services; career opportunities in fire protection and related fields; culture and history of emergency services; fire loss analysis; organization and function of public and private fire protection services; fire departments as part of local government; laws and regulations affecting the fire service; fire service nomenclature; specific fire protection functions; basic fire chemistry and physics; introduction to fire protection systems; introduction to fire strategy and tactics; life safety initiatives.

JFT 110 **Fire Prevention** **3 Units, 3 Lec, 0 Lab**
This course provides fundamental knowledge relating to the field of fire prevention. Topics include: history and philosophy of fire prevention; organization and operation of a fire prevention bureau; use and application of codes and standards; plans review; fire inspections; fire and life safety education; and fire investigation.

JFT 130 **Building Construction for Fire Protection** **3 Units, 3 Lec, 0 Lab**
This course provides the components of building construction related to firefighter and life safety. The elements of construction and design of structures are shown to be key factors when inspecting buildings, pre-planning fire operations, and operating at emergencies.

JFT 140 **Fire Behavior and Combustion** **3 Units, 3 Lec, 0 Lab**
This course explores the theories and fundamentals of how and why fires start, spread, and are controlled.

JFT 150 **Principles of Fire and Emergency Services Safety and Survival**
3 Units, 3.0 Lec, 0 Lab
This course introduces the basic principles and history related to the national firefighter life safety initiatives, focusing on the need for cultural and behavior change throughout the emergency services. This course is part of the Fire Science Certificate program.

JFT 160 **Fire Protection Systems** **3 Units, 3 Lec, 0 Lab**
 This course provides information relating to the features of design and operation of fire alarm systems, water-based fire suppression systems, special hazard fire suppression systems, water supply for fire protection and portable fire extinguishers.

MODIFICATION TO EXISTING COURSES

AH 30 **First Aid and CPR** **3 Units, 3 Lec, 0 Lab**

Changing Units and Hours:

From 2 Units, 2 Lec, 0 Lab

To 3 Units, 3 Lec, 0 Lab

Change title:

From Standard First Aid and Cardiopulmonary Resuscitation

To First Aid and CPR

Justification:

This course has not been updated/taught in over 5 years plus it needs to be revised to meet C-ID requirements. The course has changed from 2 units to 3 units based on the new C-ID requirements. Additional content needed to be added, including information, demonstration and practical application of AED; body systems - skeletal, muscular, respiratory, and circulatory systems as they relate to first aid and CPR; people with special needs; and healthy lifestyles and safety measures. Again this content was not a part of the original 2 unit course and is now required based on the C-ID descriptor. SLO's were rewritten based on C-ID recommendations.

In addition, this course is part of the Restricted Electives/LIST A for the KIN Transfer Degree but unfortunately was not much of an option for our students as it has not been offered in many years.

AJ 10 **Introduction to the Administration of Justice** **3 Units, 3 Lec, 0 Lab**

Update textbook, course content and student learning outcomes.

AJ 20 **Juvenile Law and Procedure** **3 Units, 3 Lec, 0 Lab**

Updating textbook to a more current edition and also reviewing course content and student learning outcomes.

AJ 32 **Crime and Delinquency** **3 Units, 3 Lec, 0 Lab**

This course was on the suspended list so I am reviewing the course content, textbook and student learning outcomes.

AJ 173 **Fundamentals of Probation and Parole** **3 Units, 3 Lec, 0 Lab**

Update textbooks, reviewing the course content and student learning outcomes.

AJ 176 **Criminal Street Gangs** **3 Units, 3 Lec, 0 Lab**

Course review of course content, textbooks and student learning outcomes.

BIO 10 **Principles of Biology** **4 Units, 3 Lec, 3 Lab**

Correct Lab hours:

From 4 Units, 3 Lec, 2 Lab

To 4 Units, 3 Lec, 3 Lab
Updating course for 5-year cycle: review content; modify SLOs; update textbook

CHEM 30A Elementary Chemistry 4 Units, 3 Lec, 3 Lab

The ADVISORY of Math 205 must be changed to a PREREQUISITE of Math 430 (Algebra 1). This falls under the Level 4 scrutiny. Chemistry 30A, (C-ID CHEM 101) required prerequisite of beginning Algebra in accordance with Title 5 regulations. The Algebra 1, Math 430 course will fulfill the prerequisite for Elementary Chemistry (CHEM 30A).

COS 200 Beginning Cosmetology 12 Units, 5 Lec, 20 Lab

General update: Review student Learning Outcomes and update textbooks.

COS 201 Intermediate Cosmetology 12 Units, 5 Lec, 20 Lab

General update: Review student Learning Outcomes and update textbooks.

COS 202 Advanced Cosmetology 12 Units, 5 Lec, 20 Lab

General update: Review student Learning Outcomes and update textbooks.

COS 203 Practicum 12 Units, 5 Lec, 20 Lab

General update: Review student Learning Outcomes and update textbooks.

COS 207 Contemporary Styling 4.5 Units, 8 Lec, 24 Lab

Change Units and Hours:

From 4.5 Units, 4.5 Lec, 27 Lab

To 4.5 Units, 8 Lec, 24 Lab

Correcting hours. Reviewed student learning outcomes and updated textbooks.

CSIS 85 Web Development and Design 3 Units, 3 Lec, 0 Lab

Change course title.

Change Description:

Basic and intermediate principles of developing and designing web pages using html editor, content management systems, and/or CSS. Emphasis will be on concept development, interface and navigation design, layout principles and the use of a html editor and CSS to execute, develop, develop and maintain professional Web sites. Topics will include enhanced text formatting, styles and forms. This course also includes the integration of multimedia components such as graphics, sound, animation, animation and video. This course is also listed as DM 85. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 6 or basic knowledge of HTML. HTML/CSS.

Justification: To make sure students are prepared to succeed in this course, they need to have taken CSIS 6 or have a knowledge of HTML/CSS. In order to increase the success rate of students (without requiring a prerequisite) a review of HTML/CSS will be provided at the beginning of the semester.

In addition, a different textbook is being adopted, the title is being altered (adding "Development"), a slight change was made in the course description (adding the words "developing and" before "designing" in the first sentence), the content was modified to include more information on development and less information on content that is covered in CSIS 6 and several of the student learning outcomes have been rewritten so that this class will be more distinguishable from CSIS 6. This

class was totally revised in 2015, making it a more generic course (not specific to a particular software). This is the next step in the evolution of this course.

CSIS 124 Windows Fundamentals 1 Unit, 1 Lec, 0 Lab
Update textbook and student learning outcomes.

HE 2 Human Sexuality 3 Units, 3 Lec, 0 Lab
Corrected SAM code to "non-occupational". Updated student learning outcomes and textbook.

MUS 3B Harmony, Theory, Musicianship II 4 Units, 3 Lec, 3 Lab
General Update/Textbook/SLO's

PHYS 1 Introduction to Physics 4 Units, 3 Lec, 3 Lab
General Update: Update Advisory to Math 430. Update student learning **outcomes** and textbook.

SOC 21 Marriage and the Family 3 Units, 3 Lec, 0 Lab
Change Description:

Overview of the sociological study of the family as a social institution. Examines historical and contemporary family patterns, theoretical perspectives regarding family roles and formation, and the effect of the economy, public policy, and other social institutions on families. Emphasis placed on gender, sexuality, social class, and racial/ethnic diversity in American families. (C-ID: SOCI 130) ADVISORY: Eligible for English 1A.

This course is being revised because it is on the five year review cycle. The description and content were revised to better suit the curriculum for sociology of the family course rather than a family therapy or life skills style course. The SLOs were reviewed and revised. The textbooks were updated. The advisory was updated to English 1A to reflect other changes in the department curriculum to give students a better idea of the required reading load.

THEA 13A Actor's Workshop 1-3 Units, 0 Lec, 3-9 Lab
General update - 5 year review cycle; added grading option to the course description; updated textbook information; revised SLOs

THEA 13B Actor's Workshop 1-3 Units, 0 Lec, 3-9 Lab
General update - 5 year review cycle; added grading option to the course description; updated textbook information; revised SLOs

THEA 13C Actor's Workshop 1-3 Units, 0 Lec, 3-9 Lab
General update - 5 year review cycle; added grading option to the course description; updated textbook information; revised SLOs

THEA 13D Actor's Workshop 1-3 Units, 0 Lec, 3-9 Lab
General update - 5 year review cycle; added grading option to the course description; updated textbook information; revised SLOs.

NEW ASSOCIATE DEGREE FOR TRANSFER

Chemistry
A.S.-T Degree

Description

Chemistry is the study of the properties, composition and chemical transformations of all material substances. It is often referred to as the "central science" since it draws from mathematics and physics and forms a necessary background to the understanding of earth sciences and all the biological disciplines, including the various medical professions.

The Associate of Science Transfer Degree in Chemistry offered at Gavilan College is designed to meet the diverse needs of our students. This program will enable the students to develop a strong foundation in chemistry, as well as an understanding of physics and mathematics. The chemistry courses offered satisfy general education requirements, allied-health sciences, as well as chemistry, biology, physics and engineering majors.

The Chemistry Program provides students the opportunity to obtain a degree upon successful completion of the requirements of the chemistry transfer major. The theoretical knowledge and laboratory skills acquired will prepare the students interested in a seamless transfer into the CSU system, as well as other programs and enhance their success with entry-level employment that require chemistry courses as prerequisites.

Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. **Statement of Program Goals and Objectives:** The goal of the program is to help students better understand the chemical world and the analysis of it through chemistry techniques using qualitative and quantitative reasoning. The coursework prepares students to think critically and apply reasoning skills to analyze real world situations. Students will be able to successfully transfer to any institution of higher learning armed with the foundation needed to pursue a Baccalaureate degree in Chemistry and will be prepared for careers in fields such as industry, education, and research. Students will complete a comprehensive curriculum to meet degree, transfer, and personal growth needs. This AS-T degree in chemistry will fulfill the transfer requirements for the campuses of the CSU systems in the Chemistry major (or a similar or equivalent program). Upon completion of the AS-T degree, students will be able to:

Program Requirements:

Required Core:

Credit Hours: (36 Required)

CHEM1A	General Chemistry AND	5
CHEM1B	General Chemistry	5
CHEM12A	Organic Chemistry AND	5
CHEM12B	Organic Chemistry	5
PHYS4A	Physics for Scientists and Engineers - Mechanics	4
PHYS4B	Physics for Scientists and Engineers - Electricity and Magnetism	4
MATH1A	Single-Variable Calculus and Analytic Geometry AND	4
MATH1B	Single-Variable Calculus and Analytic Geometry	4

Pursuant to SB1440, section 66746, the description must also include the following completion requirements:

- (1) Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California

State University, including both of the following:

(A) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.

(B) A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.

(2) Obtainment of a minimum grade point average of 2.0.

ADTs also require that students must earn a C or better in all courses required for the major or area of emphasis.

Total Units for the Major:	36
Double Counted Units:	CSU: 9; IGETC: 9
General Education Requirements:	CSU: 33; IGETC 31
Electives Needed to Get to 60 Units:	CSU: 0; IGETC: 2
Total Units for the Degree:	60

**Gavilan Joint Community College District
Governing Board Agenda**

December 13, 2016

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No. III.1.b

Administrative Services

SUBJECT: Approve 2 Year Extension of Bookstore Operation Agreement

- Resolution: BE IT RESOLVED,
 Information Only
 Action Item

Proposal:

That the Board of Trustees approve amending the existing Bookstore Operation Agreement ("Agreement") with Follet Higher Education Group, Inc. dated June 13, 2012 to extend the term by two additional years from June 30, 2017 to June 30, 2019.

Background:

The District entered into a written agreement dated June 13, 2012 Follet Higher Education Group, Inc. to operate bookstores at the District's Gavilan College campus and Off-Site Centers. This Agreement expires on June 30, 2017. Both the District and the Operator desire to extend the Term of the Agreement for an additional two years.

Budgetary Implications:

None.

Follow Up/Outcome:

Execute Amendment No. 1 with Follet Higher Education Group, Inc

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Frederick E. Harris
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval: Kathleen Rose
Dr. Kathleen Rose, Superintendent/ President

Gavilan Joint Community College District Governing Board Agenda

December 13, 2016

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No. III.1.c

Administrative Services

SUBJECT: Lease Term Extension for Briggs Building with City of Hollister

Resolution: BE IT RESOLVED,

Information Only

Action Item

Proposal:

That the Board of Trustees approve a five year Lease Term extension for the Briggs Building with the City of Hollister.

Background:

In 1996 the City of Hollister and the District entered into a lease for an 8,500 square foot satellite campus in the Briggs Building located at 365 Fourth Street. The Term of the Lease was due to expire on June 30, 2012, but was extended to June 20, 2017 by Amendment No. 1 dated June 18, 2012, which also included space for an additional classroom increasing the total leased area to 8.984 square feet.

District and City of Hollister representatives have agreed to an Amendment No. 2 five year Lease Term extension expiring on June 30, 2022. The current lease rate in 2016-17 is \$1.30 per square foot. Amendment No. 2 includes the following major elements:

- The lease rate per square foot will be \$1.35 for years 1-2, \$1.40 for year 3, \$1.45 for year 4, and \$1.50 for year 5.
- The lease has a termination clause beginning on December 31, 2019 providing the District the right to terminate the Lease upon six months written notice.
- The District will provide its own custodial services in place of the City for a credit to the District each month of \$1,750 in years 1-2, and \$1,800 in years 3-5.

Budgetary Implications:

Net lease payments for the five year Lease Term Extension contained in Amendment No. 2 total \$54,437 for 8.984 square feet of space.

Follow Up/Outcome:

With Board approval, sign lease.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Frederick E. Harris
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval: Dr. Kathleen Rose
Dr. Kathleen Rose, Superintendent/ President

**Gavilan Joint Community College District
Governing Board Agenda**

December 13, 2016

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No. III.1.d

Administrative Services

SUBJECT: Annual Financial and Budget Report, CCFS 311

- Resolution: BE IT RESOLVED,
 Information Only
 Action Item

Proposal:

That the Board of Trustees review and accept the Annual Financial and Budget Report.

Background:

The attached Annual Financial and Budget Report represent the final accounting of revenue and expenditures for fiscal year 2015/16 and include the Final Budget for 2016/17 as adopted by the Board on September 13, 2016. This reported has been prepared in accordance with Title 5 Section 58305 and will be submitted to the Chancellor's Office of California Community Colleges.

Budgetary Implications:

This report satisfies State reporting requirements.

Follow Up/Outcome:

The Annual Financial and Budget Report, CCFS 311, once certified, will be forwarded to the Chancellor's Office.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Wade W. Ellis, CPA
Wade W. Ellis, CPA - Director, Business Services

Agenda Approval: Kathleen A. Rose
Dr. Kathleen A. Rose, Superintendent/President

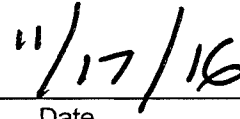
ANNUAL FINANCIAL AND BUDGET REPORT
(Financial Report for Fiscal Year 2015-2016)
(Budget Report for Fiscal Year 2016-2017)

District: GAVILAN JOINT

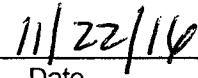
District Code: 440

This is to certify that the Annual Financial and Budget Report has been prepared and the budget adopted in accordance with the *California Code of Regulations*, beginning with Section 58300. Further, to the best of my knowledge, the data contained in this report are correct.


District Chief Business Officer


Date


District Superintendent


Date

Contact:

In accordance with the *California Code of Regulations*, Section 58305(d) a copy of this report is due to the Chancellor's Office on or before October 10, 2016. Please submit the report to :

Chancellor's Office
California Community Colleges
Fiscal Services Unit
1102 Q Street, Suite 300
Sacramento, CA 95814-6511

For Actual Year: 2015-2016

Budget Year: 2016-2017

District ID: 440

Name: GAVILAN JOINT

		Activity (ECSA)	Activity (ECSB)	Activity (ECSX)	
		ECS 84362 A	ECS 84362 B	Excluded	
	Object	Instructional Salary Cost	Total CEE	Activities	
Academic Salaries	Code	AC 0100-5900 & AC 6110	AC 0100 - 6799	AC 6800 - 7390	Total
Instructional Salaries					
Contract or Regular	1100	4,821,904	4,855,039		4,855,039
Other	1300	6,283,449	6,386,786	41,008	6,427,794
Total Instructional Salaries		11,105,353	11,241,825	41,008	11,282,833
Non-Instructional Salaries					
Contract or Regular	1200		2,342,910		2,342,910
Other	1400		199,670		199,670
Total Non-Instructional Salaries		0	2,542,580	0	2,542,580
Total Academic Salaries		11,105,353	13,784,405	41,008	13,825,413
Classified Salaries					
Non-Instructional Salaries					
Regular Status	2100		4,836,229	46,633	4,882,862
Other	2300		227,496	20,757	248,253
Total Non-Instructional Salaries		0	5,063,725	67,390	5,131,115
Instructional Aides					
Regular Status	2200	302,090	302,090		302,090
Other	2400	180,557	180,557		180,557
Total Instructional Aides		482,647	482,647	0	482,647
Total Classified Salaries		482,647	5,546,372	67,390	5,613,762
Employee Benefits	3000	3,195,628	6,708,707	51,914	6,760,621
Supplies and Materials	4000		396,446	66,579	463,025
Other Operating Expenses	5000		3,477,083	236,164	3,713,247
Equipment Replacement	6420				0
Total Expenditures Prior to Exclusions		14,783,628	29,913,013	463,055	30,376,068

SUPPLEMENTAL DATA

For Actual Year: 2015-2016

Budget Year: 2016-2017

District ID: 440

Name: GAVILAN JOINT

Exclusions		Activity (ECSA)	Activity (ECSB)	Activity (ECSX)	Total
		ECS 84362 A	ECS 84362 B	Excluded	
		Instructional Salary Cost	Total CEE	Activities	
		AC 0100-5900 & AC 6110	AC 0100 - 6799	AC 6800 - 7390	
Activities to Exclude	TOP Code				
Instructional Staff-Retirees' Benefits and Retirement Incentives	5900				0
Student Health Services Above Amount Collected	6441				0
Student Transportation	6491				0
Noninstructional Staff-Retirees' Benefits and Retirement Incentives	6740				0
Objects to Exclude	Object Code				
Rents and Leases	5060		380,359		380,359
Lottery Expenditures					
Academic Salaries	1000				0
Classified Salaries	2000				0
Employee Benefits	3000				0
Supplies and Materials	4000				
Software	4100				0
Books, Magazines, & Periodicals	4200				0
Instructional Supplies & Materials	4300		263,413		263,413
Noninstructional, Supplies & Materials	4400				0
Total Supplies and Materials		0	263,413	0	263,413
Other Operating Expenses and Services	5000		534,310		534,310

SUPPLEMENTAL DATA

For Actual Year: 2015-2016

Budget Year: 2016-2017

District ID: 440

Name: GAVILAN JOINT

	Object Code	Activity (ECSA)	Activity (ECSB)	Activity (ECSX)	Total
		ECS 84362 A	ECS 84362 B	Excluded	
		Instructional Salary Cost AC 0100-5900 & AC 6110	Total CEE AC 0100 - 6799	Activities AC 6800 - 7390	
Capital Outlay	6000				
Library Books	6300				0
Equipment	6400				
Equipment - Additional	6410				0
Equipment - Replacement	6420				0
Total Equipment		0	0	0	0
Total Capital Outlay		0	0	0	0
Other Outgo	7000				0
Total Exclusions		0	1,178,082	0	1,178,082
Total for ECS 84362, 50% Law		14,783,628	28,734,931	463,055	29,197,986
Percent of CEE (Instructional Salary Cost / Total CEE)		51.45%	100.00%		
50% of Current Expense of Education			14,367,466		
Nonexempted (Remaining) Deficiency from second preceeding Fiscal Year					
Amount Required to be Expended for Salaries of Classroom Instructors		14,783,628	28,734,931	463,055	29,197,986
Reconciliation to Unrestricted General Fund Expenditures					
Total Expenditures Prior to Exclusions		14,783,628	29,913,013	463,055	30,376,068
Capital Expenditures	6000	27,968	508,972		508,972
Equipment Replacement (Back out)	6420		0	0	0
Total Unrestricted General Fund Expenditures		14,811,596	30,421,985	463,055	30,885,040

For Year Ended June 30, 2016

District ID: 440

Name: GAVILAN JOINT

Description	CA (Object)	11	12	10
		General Fund Unrestricted	General Fund Restricted	General Fund COMBINED
ASSETS				
Cash, Investments, and Receivables	9100			
Cash:				
Awaiting Deposit and in Banks	9111	27,500		27,500
In County Treasury	9112	4,345,821	800,351	5,146,172
Cash With Fiscal Agents	9113			0
Revolving Cash Accounts	9114			0
Investments (at cost)	9120			0
Accounts Receivable	9130	252,372	1,447,295	1,699,667
Due from Other Funds	9140	1,586,823	22,313	1,609,136
Inventories, Stores, and Prepaid Items	9200			
Inventories and Stores	9210			0
Prepaid Items	9220	26,472	288	26,760
TOTAL ASSETS		6,238,988	2,270,247	8,509,235
LIABILITIES				
Current Liabilities and Deferred Revenue	9500			
Accounts Payable	9510	480,696	555,300	1,035,996
Accrued Salaries and Wages Payable	9520	940,215	24,232	964,447
Compensated Absences Payable Current	9530			0
Due to Other Funds	9540	47,232	182,377	229,609
Temporary Loans	9550			0
Current Portion of Long-Term Debt	9560			0
Deferred Revenues	9570	417,615	1,508,271	1,925,886
TOTAL LIABILITIES		1,885,758	2,270,180	4,155,938

For Year Ended June 30, 2016

District ID: 440

Name: GAVILAN JOINT

Description	CA (Object)	11	12	10
		General Fund Unrestricted	General Fund Restricted	General Fund COMBINED
FUND BALANCE (NON-GASB 54)				
Fund Balance Reserved	9710			0
NonCash Assets	9711			0
Amounts Restricted by Law for Specific Purposes	9712			0
Reserve for Encumbrances Credit	9713			0
Reserve for Encumbrances Debit	9714			0
Reserve for Debt Services	9715			0
Assigned/Committed	9754			0
Unassigned	9790			0
Total Fund Balance		0	0	0
Fund Balance (GASB 54)	9750			
Nonspendable Fund Balance	9751			0
Restricted Fund Balance	9752			0
Committed Fund Balance	9753			0
Assigned Fund Balance	9754			0
Total Designated Fund Balance		0	0	0
Uncommitted Fund Balance	9790	4,353,229	67	4,353,296
TOTAL FUND EQUITY		4,353,229	67	4,353,296
TOTAL LIABILITIES AND FUND EQUITY		6,238,987	2,270,247	8,509,234

- 20 Debt Service Funds:
- 21 Bond Interest and Redemption Fund
- 22 Revenue Bond Interest and Redemption Fund
- 29 Other Debt Service Fund

COMBINED BALANCE SHEET

For Year Ended June 30, 2016

District ID: 440

Name: GAVILAN JOINT

Description	CA (Object)	21 Bond Interest and Redemption Fund	22 Revenue Bond Interest and Redemption Fund	29 Other Debt Service Fund
ASSETS				
Cash, Investments, and Receivables	9100			
Cash:				
Awaiting Deposit and in Banks	9111			6,335,524
In County Treasury	9112	4,275,476		
Cash With Fiscal Agents	9113			
Investments (at cost)	9120			
Accounts Receivable	9130			22,916
Due from Other Funds	9140			
TOTAL ASSETS		4,275,476	0	6,358,440
LIABILITIES				
Current Liabilities and Deferred Revenue	9500			
Accounts Payable	9510			
Accrued Salaries and Wages Payable	9520			
Compensated Absences Payable Current	9530			691,685
Due to Other Funds	9540			
Temporary Loans	9550			
Current Portion of Long-Term Debt	9560			
Deferred Revenues	9570			
TOTAL LIABILITIES		0	0	691,685

- 20 Debt Service Funds:
- 21 Bond Interest and Redemption Fund
- 22 Revenue Bond Interest and Redemption Fund
- 29 Other Debt Service Fund

COMBINED BALANCE SHEET

For Year Ended June 30, 2016

District ID: 440

Name: GAVILAN JOINT

Description	CA (Object)	21 Bond Interest and Redemption Fund	22 Revenue Bond Interest and Redemption Fund	29 Other Debt Service Fund
FUND BALANCE (NON-GASB 54)				
Fund Balance Reserved	9710			
NonCash Assets	9711			
Amounts Restricted by Law for Specific Purposes	9712			
Reserve for Encumbrances Credit	9713			
Reserve for Encumbrances Debit	9714			
Reserve for Debt Services	9715			
Assigned/Committed	9754			
Unassigned	9790	4,275,476		5,666,754
Total Fund Balance		4,275,476	0	5,666,754
Fund Balance (GASB 54)	9750			
Nonspendable Fund Balance	9751			
Restricted Fund Balance	9752			
Committed Fund Balance	9753			
Assigned Fund Balance	9754			
Total Designated Fund Balance		0	0	0
Uncommitted Fund Balance	9790			
TOTAL FUND EQUITY		4,275,476	0	5,666,754
TOTAL LIABILITIES AND FUND EQUITY		4,275,476	0	6,358,439

- 31 Bookstore Fund
- 32 Cafeteria Fund
- 33 Child Development Fund
- 34 Farm Operation Fund
- 35 Revenue Bond Project Fund
- 39 Other Special Revenue Fund

COMBINED BALANCE SHEET

For Year Ended June 30, 2016

District ID: 440

Name: GAVILAN JOINT

Description	CA (Object)	31 Bookstore Fund	32 Cafeteria Fund	33 Child Development Fund	34 Farm Operation Fund	35 Revenue Bond Project Fund	39 Other Special Revenue Fund
ASSETS							
Cash, Investments, and Receivables	9100						
Cash:							
Awaiting Deposit and in Banks	9111						
In County Treasury	9112			3			
Cash With Fiscal Agents	9113						
Revolving Cash Accounts	9114						
Investments (at cost)	9120						
Accounts Receivable	9130						
Due from Other Funds	9140						
Inventories, Stores, and Prepaid Items	9200						
Inventories and Stores	9210						
Prepaid Items	9220						
TOTAL ASSETS		0	0	3	0	0	0
LIABILITIES							
Current Liabilities and Deferred Revenue	9500						
Accounts Payable	9510						
Accrued Salaries and Wages Payable	9520						
Compensated Absences Payable Current	9530						
Due to Other Funds	9540			3			
Temporary Loans	9550						
Current Portion of Long-Term Debt	9560						
Deferred Revenues	9570						
TOTAL LIABILITIES		0	0	3	0	0	0

- 31 Bookstore Fund
- 32 Cafeteria Fund
- 33 Child Development Fund
- 34 Farm Operation Fund
- 35 Revenue Bond Project Fund
- 39 Other Special Revenue Fund

COMBINED BALANCE SHEET

For Year Ended June 30, 2016

District ID: 440

Name: GAVILAN JOINT

Description	CA (Object)	31 Bookstore Fund	32 Cafeteria Fund	33 Child Development Fund	34 Farm Operation Fund	35 Revenue Bond Project Fund	39 Other Special Revenue Fund
FUND BALANCE (NON-GASB 54)							
Fund Balance Reserved	9710	0	0	0	0	0	0
NonCash Assets	9711	0	0	0	0	0	0
Amounts Restricted by Law for Specific Purposes	9712	0	0	0	0	0	0
Reserve for Encumbrances Credit	9713	0	0	0	0	0	0
Reserve for Encumbrances Debit	9714	0	0	0	0	0	0
Reserve for Debt Services	9715	0	0	0	0	0	0
Assigned/Committed	9754	0	0	0	0	0	0
Unassigned	9790	0	0	0	0	0	0
Total Fund Balance		0	0	0	0	0	0
Fund Balance (GASB 54)	9750						
Nonspendable Fund Balance	9751	0	0	0	0	0	0
Restricted Fund Balance	9752	0	0	0	0	0	0
Committed Fund Balance	9753	0	0	0	0	0	0
Assigned Fund Balance	9754	0	0	0	0	0	0
Total Designated Fund Balance		0	0	0	0	0	0
Uncommitted Fund Balance	9790	0	0	0	0	0	0
TOTAL FUND EQUITY		0	0	0	0	0	0
TOTAL LIABILITIES AND FUND EQUITY		0	0	3	0	0	0

COMBINED BALANCE SHEET

For Year Ended June 30, 2016

District ID: 440

Name: GAVILAN JOINT

Description	CA (Object)	41 Capital Outlay Projects Fund	42 Revenue Bond Construction Fund	43 General Obligation Bond Fund
ASSETS				
Cash, Investments, and Receivables	9100			
Cash:				
Awaiting Deposit and in Banks	9111		16,512	
In County Treasury	9112	501,942	15,403,153	
Cash With Fiscal Agents	9113			
Revolving Cash Accounts	9114			
Investments (at cost)	9120			
Accounts Receivable	9130	185,225	56,280	
Due from Other Funds	9140	230,192	29,960	
Inventories, Stores, and Prepaid Items	9200			
Inventories and Stores	9210			
Prepaid Items	9220			
TOTAL ASSETS		917,359	15,505,905	0
LIABILITIES				
Current Liabilities and Deferred Revenue	9500			
Accounts Payable	9510	49,030	3,355,297	
Accrued Salaries and Wages Payable	9520			
Compensated Absences Payable Current	9530			
Due to Other Funds	9540	53,274	1,586,224	
Temporary Loans	9550			
Current Portion of Long-Term Debt	9560			
Deferred Revenues	9570	739,221		
TOTAL LIABILITIES		841,525	4,941,521	0

COMBINED BALANCE SHEET

For Year Ended June 30, 2016

District ID: 440

Name: GAVILAN JOINT

Description	CA (Object)	41	42	43
		Capital Outlay Projects Fund	Revenue Bond Construction Fund	General Obligation Bond Fund
FUND BALANCE (NON-GASB 54)				
Fund Balance Reserved	9710			
NonCash Assets	9711			
Amounts Restricted by Law for Specific Purposes	9712			
Reserve for Encumbrances Credit	9713			
Reserve for Encumbrances Debit	9714			
Reserve for Debt Services	9715			
Assigned/Committed	9754			
Unassigned	9790	75,833		
Total Fund Balance		75,833	0	0
Fund Balance (GASB 54)	9750			
Nonspendable Fund Balance	9751			
Restricted Fund Balance	9752			
Committed Fund Balance	9753			
Assigned Fund Balance	9754			
Total Designated Fund Balance		0	0	0
Uncommitted Fund Balance	9790		10,564,384	
TOTAL FUND EQUITY		75,833	10,564,384	0
TOTAL LIABILITIES AND FUND EQUITY		917,358	15,505,905	0

COMBINED BALANCE SHEET

For Year Ended June 30, 2016

District ID: 440

Name: GAVILAN JOINT

Description	CA (Object)	71 Associated Students Trust Fund	72 Student Representation Fee Trust Fund	73 Student Body Center Fee Trust Fund	74 Student Financial Aid Trust Fund	75 Scholarship and Loan Trust Fund	76 Investment Trust Fund	77 Deferred Compensation Trust Fund	79 Other Trust Fund
ASSETS									
Cash, Investments, and Receivables	9100								
Cash:									
Awaiting Deposit and in Banks	9111	504,609		1,037					
In County Treasury	9112			104	(216,316)				
Cash With Fiscal Agents	9113								
Revolving Cash Accounts	9114								
Investments (at cost)	9120								
Accounts Receivable	9130	1,664		20	129,507				
Due from Other Funds	9140								
Student Loans Receivable	9150								
Inventories, Stores, and Prepaid Items	9200								
Inventories and Stores	9210								
Prepaid Items	9220								
Fixed Assets	9300								
Sites	9310								
Site Improvements	9320								
Accumulated Depreciation Site Improvements	9321								
Buildings	9330								
Accumulated Depreciation Buildings	9331								
Library Books	9340								
Equipment	9350								
Accumulated Depreciation Equipment	9351								
Work in Progress	9360								
Total Fixed Assets		0	0	0	0	0	0	0	0
TOTAL ASSETS		506,273	0	1,161	(86,809)	0	0	0	0

COMBINED BALANCE SHEET

For Year Ended June 30, 2016

District ID: 440

Name: GAVILAN JOINT

Description	CA (Object)	71 Associated Students Trust Fund	72 Student Representation Fee Trust Fund	73 Student Body Center Fee Trust Fund	74 Student Financial Aid Trust Fund	75 Scholarship and Loan Trust Fund	76 Investment Trust Fund	77 Deferred Compensation Trust Fund	79 Other Trust Fund
LIABILITIES									
Current Liabilities and Deferred Revenue	9500								
Accounts Payable	9510	17,800			958	113,491			
Accrued Salaries and Wages Payable	9520				25				
Compensated Absences Payable Current	9530								
Due to Other Funds	9540			178					
Temporary Loans	9550								
Current Portion of Long-Term Debt	9560								
Deferred Revenues	9570				(200,300)				
Total Current Liabilities and Deferred Revenue		17,800	0	1,161	(86,809)	0	0	0	0
Long-Term Liabilities	9600								
Bonds Payable	9610								
Revenue Bonds Payable	9620								
Certificates of Participation	9630								
Lease Purchase of Capital Lease	9640								
Compensated Absences Long Term	9650								
Post-Employment Benefits Long Term	9660								
Other Long-Term Liabilities	9670								
Total Long-Term Liabilities		0	0	0	0	0	0	0	0
TOTAL LIABILITIES	968	17,800	0	1,161	(86,809)	0	0	0	0

COMBINED BALANCE SHEET

For Year Ended June 30, 2016

District ID: 440

Name: GAVILAN JOINT

Description	CA (Object)	71 Associated Students Trust Fund	72 Student Representation Fee Trust Fund	73 Student Body Center Fee Trust Fund	74 Student Financial Aid Trust Fund	75 Scholarship and Loan Trust Fund	76 Investment Trust Fund	77 Deferred Compensation Trust Fund	79 Other Trust Fund
FUND EQUITY									
Fund Balance Reserved	9710								
NonCash Assets	9711								
Amounts Restricted by Law for Specific Purposes	9712								
Reserve for Encumbrances Credit	9713								
Reserve for Encumbrances Debit	9714								
Reserve for Debt Services	9715								
Assigned/Committed	9754								
Unassigned	9790	488,472							
Total Reserved Fund Balance		488,472	0	0	0	0	0	0	0
Fund Balance (GASB 54)	9750								
Nonspendable Fund Balance	9751								
Restricted Fund Balance	9752								
Committed Fund Balance	9753								
Assigned Fund Balance	9754								
Total Designated Fund Balance		0	0	0	0	0	0	0	0
Uncommitted(Unrestricted) Fund Balance	9790								
Other Equity	9800								
Contributed Capital	9810								
Retained Earnings	9850								
Investment in General Fixed Assets	9890								
TOTAL FUND EQUITY		488,472	0	0	0	0	0	0	0
TOTAL LIABILITIES AND FUND EQUITY		506,272	0	1,161	(86,809)	0	0	0	0

Annual Financial and Budget Report

SUPPLEMENTAL DATA

For Actual Year: 2015-2016

District ID: 440

Name: GAVILAN JOINT

Description	Object Code	Fund S11	Fund S12	Fund S10 Total
		Unrestricted	Restricted	General Fund
		Actual	Actual	Actual
Federal Revenues	8100			
Forest Revenues	8110			0
Higher Education Act	8120		324,042	324,042
Workforce Investment Act	8130			0
Temporary Assistance for Needy Families (TANF)	8140			0
Student Financial Aid	8150	740		740
Veterans Education	8160			0
Vocational and Technical Education Act (VATEA)	8170		136,912	136,912
Other Federal Revenues	8190		2,766,928	2,766,928
Total Federal Revenues	8100	740	3,227,882	3,228,622
State Revenues	8600			
General Apportionments	8610			0
Apprenticeship Apportionment	8611			0
State General Apportionment	8612	6,192,657		6,192,657
Other General Apportionment	8613			0
General Categorical Programs	8620			
Child Development	8621			0
Extended Opportunity Programs and Services(EOPS)	8622		597,583	597,583
Disabled Students Programs and Services(DSPS)	8623		739,821	739,821
Temporary Assistance for Needy Families (TANF)	8624			0
California Work Opportunity and Responsibility to Kids (CalWORKs)	8625		412,751	412,751
Telecommunications and Technology Infrastructure Program (TTIP)	8626			0
Other General Categorical Programs	8627		3,594,388	3,594,388

Annual Financial and Budget Report

SUPPLEMENTAL DATA

For Actual Year: 2015-2016

District ID: 440

Name: GAVILAN JOINT

Description	Object Code	Fund S11	Fund S12	Fund S10 Total
		Unrestricted	Restricted	General Fund
		Actual	Actual	Actual
EPA Proceeds	8630	4,536,462		4,536,462
Reimbursable Categorical Programs	8650			
Instructional Improvement Grant	8651		83,567	83,567
Other Reimbursable Categorical Programs	8652			0
State Tax Subventions	8670			
Homeowners' Property Tax Relief	8671	69,197		69,197
Timber Yield Tax	8672	17		17
Other State Tax Subventions	8673			0
State Non-Tax Revenues	8680			
State Lottery Proceeds	8681	797,723	275,336	1,073,059
State Mandated Costs	8685	3,094,347		3,094,347
Other State Non-Tax Revenues	8686			0
Other State Revenues	8690	668,478	412,418	1,080,896
Total State Revenues	8600	15,358,881	6,115,864	21,474,745

Annual Financial and Budget Report

SUPPLEMENTAL DATA

For Actual Year: 2015-2016

District ID: 440

Name: GAVILAN JOINT

Description	Object Code	Fund S11	Fund S12	Fund S10 Total
		Unrestricted	Restricted	General Fund
		Actual	Actual	Actual
Local Revenues	8800			
Property Taxes	8810			
Tax Allocation, Secured Roll	8811	14,507,445		14,507,445
Tax Allocation, Supplemental Roll	8812	542,942		542,942
Tax Allocation, Unsecured Roll	8813	966,513		966,513
Prior Years Taxes	8816	2,709		2,709
Education Revenues Augmentation Fund (ERAF)	8817	(35,745)		(35,745)
Redevelopment Agency Funds - Pass Through	8818			0
Redevelopment Agency Funds - Residual	8819	272,245		272,245
Redevelopment Agency Funds - Asset Liquidation	8819.1	545,359		545,359
Contributions, Gifts, Grants, and Endowments	8820			0
Contract Services	8830			
Contract Instructional Services	8831		119,469	119,469
Other Contract Services	8832			0
Sales and Commissions	8840	25,138		25,138
Rentals and Leases	8850	149,929	12,815	162,744
Interest and Investment Income	8860	42,320		42,320
Student Fees and Charges	8870			
Community Services Classes	8872	43,472	96,330	139,802
Dormitory	8873			0
Enrollment	8874	1,656,064		1,656,064
Contra Revenue Account	8874.1			0
Field Trips and Use of Nondistrict Facilities	8875			0
Health Services	8876		151,284	151,284
Instructional Materials Fees and Sales of Materials	8877	52,634		52,634
Insurance	8878			0
Student Records	8879			0
Nonresident Tuition	8880	64,224		64,224
Parking Services and Public Transportation	8881		137,602	137,602
Other Student Fees and Charges	8885			0
Other Local Revenues	8890	327,723	87,420	415,143
Total Local Revenues	8800	19,162,972	604,920	19,767,892
Total Revenues		34,522,593	9,948,666	44,471,259

Annual Financial and Budget Report

SUPPLEMENTAL DATA

For Actual Year: 2015-2016

District ID: 440

Name: GAVILAN JOINT

Description	Object Code	Fund S11	Fund S12	Fund S10 Total
		Unrestricted	Restricted	General Fund
		Actual	Actual	Actual
Other Financing Sources	8900			
Proceeds of General Fixed Assets	8910			0
Proceeds of Long-Term Debt	8940			0
Incoming Transfers – (8981/8982/8983)	898#		1,606,986	1,606,986
Total Other Financing Sources	8900	0	1,606,986	1,606,986
Total Revenues and Other Financing Sources		34,522,593	11,555,652	46,078,245

Activity Classification	Activity Code	Salaries and Benefits		Operating Expenses (4000 - 5000)	Capital Outlay (6000)	Other Outgo (7000)	Total
		Instructional	Non Instructional				
Agriculture and Natual Resources	0100						0
Architecture and Environmental Design	0200						0
Environmental Sciences and Technologies	0300	33,073		3,806	521		37,400
Biological Sciences	0400	406,476		29,756	339		436,571
Business and Management	0500	264,162	60,952	27,200	257		352,571
Communications	0600	165,833		6,879	3,914		176,626
Computer and Information Science	0700	580,749	315	29,535	6,818		617,417
Education	0800	872,514	403,416	242,745	8,715		1,527,390
Engineering and Related Industrial Technology	0900	359,136	106,124	546,309	32,424		1,043,993
Fine and Applied Arts	1000	975,864	98,822	36,476	5,377		1,116,539
Foreign language	1100	435,195	0	4,302			439,497
Health	1200	924,887	20,363	67,651	12,038		1,024,939
Consumer Education And Home Economics	1300	227,101	5,027	11,669	632		244,429
Law	1400						0
Humanities(Letters)	1500	1,218,458	19,041	9,651			1,247,150
Library Science	1600						0
Mathematics	1700	994,396	108,774	12,238			1,115,408
Military Studies	1800						0
Physical Sciences	1900	547,723	0	4,673			552,396
Psychology	2000	168,189		203			168,392
Public Affairs and Services	2100	225,995	6,762	1,551,256			1,784,013
Social Sciences	2200	932,415	37,816	1,079	679		971,989
Commercial Services	3000	346,908	28,443	69,356	266		444,973
Interdisciplinary Studies	4900	1,488,224	54,227	15,163	521		1,558,135
Instruc Staff-Retirees' Brnfts & Retire Incents	5900						0
Sub-Total Instructional Activites		11,167,298	950,082	2,669,947	72,501		14,859,828
Total Expenditures for GF Activities*		11,467,513	20,546,219	8,527,575	1,224,985	2,792,430	44,558,722

*Total Expenditures for GF Activities above is the grand total of Instructional and Non-Instructional activities.

Activity Classification	Activity Code	Salaries and Benefits		Operating Expenses (4000 - 5000)	Capital Outlay (6000)	Other Outgo (7000)	Total
		Instructional	Non Instructional				
Instructional Administration and Governance	6000						
Academic Administration	6010	124,256	2,687,070	776,177	11,341		3,598,844
Course and Curriculum Development	6020		820,336	14,978	964		836,278
Academic / Faculty Senate	6030		139,748	1,867			141,615
Other Instructional Administration & Governance	6090						0
Total Instructional Admin. & Governance		124,256	3,647,154	793,022	12,305	0	4,576,737
Instructional Support Services	6100						
Learning Center	6110	170,173	98,228	2,619			271,020
Library	6120		728,745	14,831	134,837		878,413
Media	6130		228,252	3,328			231,580
Museums and Galleries	6140						0
Academic Information Systems and Technology	6150						0
Other Instructional Support Services	6190		416,688	26,092	85,120		527,900
Total Instructional Support Services		170,173	1,471,913	46,870	219,957	0	1,908,913
Admissions and Records	6200		489,735	48,683	195		538,613
Student Counseling and Guidance	6300						
Counseling and Guidance	6310		240,851	72,492	1,354		314,697
Matriculation and Student Assessment	6320		1,050,839	185,674	38,914		1,275,427
Transfer Programs	6330		3,091	2,667	1,705		7,463
Career Guidance	6340						0
Other Student Counseling and Guidance	6390						0
Total Student Counseling and Guidance		0	1,294,781	260,833	41,973	0	1,597,587

Activity Classification	Activity Code	Salaries and Benefits		Operating Expenses (4000 - 5000)	Capital Outlay (6000)	Other Outgo (7000)	Total
		Instructional	Non Instructional				
Other Student Services	6400						
Cal Work Opportunity and Responsibility to Kids *	6410	1,147	1,187,574	91,394	139,856		1,419,971
Disabled Student Programs and Services (DSPS)	6420		1,926,444	45,804	86,781		2,059,029
Extended Opportunity Programs and Services (EOPS)	6430		576,616	65,738	10,588		652,942
Health Services	6440		107,929	43,665			151,594
Student Personnel Administration	6450		581,057	50,338			631,395
Financial Aid Administration	6460						0
Job Placement Services	6470		87,194	3,850			91,044
Veterans Services	6480						0
Miscellaneous Student Services	6490		270	54,621			54,891
Total Other Student Services		1,147	4,467,084	355,410	237,225	0	5,060,866
Operation and maintenance of Plant	6500						
Building Maintenance and Repairs	6510		340,490	305,329	25,907		671,726
Custodial Services	6530		452,146	81,199	487		533,832
Grounds Maintenance and Repairs	6550		349,135	149,048			498,183
Utilities	6570			821,523			821,523
Other Operations and Maintenance of Plant	6590						0
Total Operation and Maintenance of Plant	6500	0	1,141,771	1,357,099	26,394	0	2,525,264
Planning, Policymaking and Coordinations	6600		680,310	270,759	3,269		954,338

* California Work Opportunity and Responsibility to Kids (CalWORKs).

Activity Classification	Activity Code	Salaries and Benefits		Operating Expenses (4000 - 5000)	Capital Outlay (6000)	Other Outgo (7000)	Total
		Instructional	Non Instructional				
General Institutional Support Services	6700						
Community Relations	6710		196,575	77,093	3,022		276,690
Fiscal Operations	6720		1,525,548	460,685	11,685		1,997,918
Human Resources Management	6730		487,862	49,137			536,999
Noninstruct Staff Retirees' Benefits & Retirement *	6740		1,012,350				1,012,350
Staff Development	6750			71,400			71,400
Staff Diversity	6760			4,369			4,369
Logistical Services	6770		409,447	87,846	8,102		505,395
Management Information Systems	6780		994,228	457,656	267,836		1,719,720
Other General Institutional Support Services	6790		44,307	199,222	10,694		254,223
Total General Institutional Support Services	6700	0	4,670,317	1,407,408	301,339	0	6,379,064
Community Services & Economic Development	6800						0
Community Recreation	6810						0
Community Service Classes	6820	4,639	446,985	206,390	4,201		662,215
Community Use of Facilities	6830		113,653	3,699			117,352
Economic Development	6840		477,755	388,238	165,446		1,031,439
Other Community Services & Economic Development	6890						0
Total Community Services	6800	4,639	1,038,393	598,327	169,647	0	1,811,006

* Noninstructional Staff Retirees' Benefits & Retirement Incentives.

For Actual Year: 2015-2016

Budget Year: 2016-2017

District ID: 440

Name: GAVILAN JOINT

Activity Classification	Activity Code	Salaries and Benefits		Operating Expenses (4000 - 5000)	Capital Outlay (6000)	Other Outgo (7000)	Total
		Instructional	Non Instructional				
Ancillary Services	6900						
Bookstore	6910						0
Child Development Centers	6920						0
Farm Operations	6930						0
Food Services	6940						0
Parking	6950		102,716	19,922	17,680		140,318
Student and Co-Curricular Activities	6960						0
Student Housing	6970						0
Other Ancillary Services	6990			98,345			98,345
Total Ancillary Services	6900	0	102,716	118,267	17,680	0	238,663
Auxiliary Operations	7000						
Contract Education	7010		100,677	43,780			144,457
Other Auxiliary Operations	7090		491,286	557,170	122,500		1,170,956
Total Auxiliary Operations	7000	0	591,963	600,950	122,500	0	1,315,413

For Actual Year: 2015-2016

Budget Year: 2016-2017

District ID: 440

Name: GAVILAN JOINT

Activity Classification	Activity Code	Salaries and Benefits		Operating Expenses (4000 - 5000)	Capital Outlay (6000)	Other Outgo (7000)	Total
		Instructional	Non Instructional				
Physical Property and Related Acquisitions	7100						0
Long-Term Debt and Other Financing	7200						
Long_Term Debt	7210						0
Tax revenue Anticipation Notes	7220						0
Other Financing	7290						0
Total Long-Term Debt and Other Financing	7200	0	0	0	0	0	0
Transfers, Student Aid and Other Outgo	7300						
Transfers	7310					1,722,828	1,722,828
Student Aid	7320					992,747	992,747
Other Outgo	7390					76,855	76,855
Total Transfers, Student Aid and Other Outgo	7300	0	0	0	0	2,792,430	2,792,430
Sub-Total Non-Instructional Activites		300,215	19,596,137	5,857,628	1,152,484	2,792,430	29,698,894
Total Expenditures General Fund: activities *		11,467,513	20,546,219	8,527,575	1,224,985	2,792,430	44,558,722

* Total Expenditures for the General Fund: Instructional Activities and Non-Instructional Activities.

Gann Appropriations Limit

GANN Report

DISTRICT NAME: GAVILAN JOINT

I.	2016-2017 Appropriations Limit:			
A.	2015-2016 Appropriations Limit:			\$55,699,755
B.	2016-2017 Price Factor:	1.0537		
C.	Population factor:			
1.	2014-2015 Second Period Actual FTES	5,321.38		
2.	2015-2016 Second Period Actual FTES	5,440.09		
3.	2015-2016 Population change factor (C2/C1)	1.0223		
D.	2015-2016 Limit adjusted by inflation and population factors (A * B * C.3)			\$59,999,637
E.	Adjustments to increase limit:			
1.	Transfers in of financial responsibility		\$0	
2.	Temporary voter approved increases		0	
3.	Total adjustments - increase			0
	Sub-Total (D + E.3)			\$59,999,637
F.	Adjustments to decrease limit:			
1.	Transfers out of financial responsibility		\$0	
2.	Lapses of voter approved increases		0	
3.	Total adjustments - decrease			0
G.	2016-2017 Appropriations Limit (D + E.3 - F.3)			\$59,999,637
II.	2016-2017 Appropriations Subject to Limit:			
A.	State Aid (General Apportionment, Apprenticeship Allowance, Basic Skills, and Partnership for Excellence)			12,441,376
B.	State Subventions (Home Owners Property Tax Relief, Timber Yield tax, etc.)			104,200
C.	Local Property taxes			17,754,562
D.	Estimated excess Debt Service taxes			0
E.	Estimated Parcel taxes, Square Foot taxes, etc.			0
F.	Interest on proceeds of taxes			5,000
G.	Local appropriations from taxes for unreimbursed State, court, and federal mandates			0
H.	2016-2017 Appropriations Subject to Limit			\$30,305,138

For Actual Year: 2015-2016

Budget Year: 2016-2017

General Fund

Description	Object Code	Fund: 11		Fund: 12		Fund: 10	
		UNRESTRICTED SUBFUND		RESTRICTED SUBFUND		TOTAL	
		Actual	Budget	Actual	Budget	Actual	Budget
REVENUES:							
Federal Revenues	8100	740		3,227,882	4,465,873	3,228,622	4,465,873
State Revenues	8600	15,358,881	11,044,099	6,115,864	9,639,289	21,474,745	20,683,388
Local Revenues	8800	19,162,972	22,521,102	604,920	781,215	19,767,892	23,302,317
Total Revenues		34,522,593	33,565,201	9,948,666	14,886,377	44,471,259	48,451,578
EXPENDITURES:							
Academic Salaries	1000	11,796,943	11,747,135	2,723,272	3,739,269	14,520,215	15,486,404
Classified Salaries	2000	5,626,814	6,280,631	2,670,544	2,797,489	8,297,358	9,078,120
Employee Benefits	3000	7,322,268	7,096,537	1,873,891	2,473,727	9,196,159	9,570,264
Supplies and Materials	4000	463,024	495,922	297,748	607,703	760,772	1,103,625
Other Operating Expenses and Services	5000	5,562,221	6,369,857	2,204,582	4,844,456	7,766,803	11,214,313
Capital Outlay	6000	508,972	691,399	716,013	1,003,307	1,224,985	1,694,706
Total Expenditures		31,280,242	32,681,481	10,486,050	15,465,951	41,766,292	48,147,432
Excess /(Deficiency) of Revenues over Expenditures		3,242,351	883,720	(537,384)	(579,574)	2,704,967	304,146
Other Financing Sources	8900			1,606,986	1,675,566	1,606,986	1,675,566
Other Outgo	7000	1,722,828	1,631,010	1,069,602	1,095,992	2,792,430	2,727,002
Net Increase/(Decrease) in Fund Balance		1,519,523	(747,290)	0	0	1,519,523	(747,290)
BEGINNING FUND BALANCE:							
Net Beginning Balance, July 1	9010	2,833,715	4,353,238	63	63	2,833,778	4,353,301
Prior Years Adjustments	9020					0	
Adjusted Beginning Balance	9030	2,833,715		63		2,833,778	
Ending Fund Balance, June 30		4,353,238	3,605,948	63	63	4,353,301	3,606,011

REVENUES, EXPENDITURES, AND FUND BALANCE DATA

440 GAVILAN JOINT

For Actual Year: 2015-2016

Budget Year: 2016-2017

DEBT SERVICE FUNDS

Description	Object Code	Fund: 21 BOND INTEREST AND REDEMPTION FUND		Fund: 22 REVENUE BOND INTEREST AND REDEMPTION FUND		Fund: 29 OTHER DEBT SERVICE FUND	
		Actual	Budget	Actual	Budget	Actual	Budget
REVENUES:							
Federal Revenues	8100						
State Revenues	8600	34,759	47,328				
Local Revenues	8800	6,284,114	6,183,309			200,726	315,000
Total Revenues		6,318,873	6,230,637	0	0	200,726	315,000
Other Financing Sources	8900						
Interfund Transfers In	8981						
Other Incoming Transfers	8983						
Total Other Financing Sources		0	0	0	0	0	0
Other Outgo	7000						
Debt Retirement (Long Term Debt)	7100						
Debt Reduction	7110	5,979,260	6,060,769				
Debt Interest and Other Service Charges	7120					500	500
Transfers Outgoing	7300 & 7400						
Reserve for Contingencies	7900						
Total Other Outgo	7000	5,979,260	6,060,769	0	0	500	500
Net Other Financing Sources / (Other Outgo)	8900 & 7000	(5,979,260)	(6,060,769)	0	0	(500)	(500)
Net Increase/Decrease in Fund Balance		339,613	169,868	0	0	200,226	314,500
BEGINNING FUND BALANCE:							
Net Beginning Balance, July 1	9010	3,935,863	4,275,476			6,158,214	6,358,440
Prior Years Adjustments	9020						
Adjusted Beginning Balance	9030	3,935,863		0		6,158,214	
Ending Fund Balance, June 30		4,275,476	4,445,344	0	0	6,358,440	6,672,940

For Actual Year: 2015-2016

Budget Year: 2016-2017

Capital Projects Funds

Description	Object Code	FUND: 41		FUND 42		FUND 43	
		CAPITAL QUTLAY PROJECTS FUND		REVENUE BOND CONSTRUCTION FUND		GENERAL OBLIGATION BOND FUND	
		Actual	Budget	Actual	Budget	Actual	Budget
REVENUES:							
Federal Revenues	8100						
State Revenues	8600	1,361,381	1,111,934				
Local Revenues	8800	10,100	6,900,000	422,916	22,525		
Total Income		1,371,481	8,011,934	422,916	22,525	0	0
Expenditures							
Academic Salaries	1000						
Classified Salaries	2000						
Employee Benefits	3000						
Supplies and Materials	4000	2,261					
Other Operating Expenses and Services	5000	1,341,726	1,105,013	713,915	10,191,471		
Capital Outlay	6000	7,552	6,962,811	12,155,195			
Total Expenditures		1,351,539	8,067,824	12,869,110	10,191,471	0	0
Excess /(Deficiency) of Revenues over Expenditures		19,942	(55,890)	(12,446,194)	(10,168,946)	0	0
Other Financing Sources	8900						
Other Outgo	7000						
Net Increase/(Decrease) in Fund Balance		19,942	(55,890)	(12,446,194)	(10,168,946)	0	0
Begining Fund Balance:							
Net Beginning Balance, July 1	9010	55,891	75,833	23,010,581	10,564,387		0
Prior Years Adustments	9020						
Adjusted Beginning Balance	9030	55,891		23,010,581		0	
Ending Fund Balance, June 30		75,833	19,943	10,564,387	395,441	0	0

For Actual Year: 2015-2016

Budget Year: 2016-2017

Fiduciary Funds Group

Description	Object Code	FUND: 71		FUND 72		FUND 73	
		ASSOCIATED STUDENTS TRUST FUND		REPRESENTATION FEE TRUST FUND		BODY CENTER FEE TRUST FUND	
		Actual	Budget	Actual	Budget	Actual	Budget
REVENUES:							
Federal Revenues	8100						
State Revenues	8600						
Local Revenues	8800	173,998	131,131			21,512	42,036
Total Income		173,998	131,131	0	0	21,512	42,036
Expenditures							
Academic Salaries	1000						
Classified Salaries	2000					25,543	39,340
Employee Benefits	3000					16,504	26,750
Supplies and Materials	4000	75,149	52,981				
Other Operating Expenses and Services	5000	39,755	365,673			52,250	51,300
Capital Outlay	6000	26,437	9,600				
Total Expenditures		141,341	428,254	0	0	94,297	117,390
Excess /(Deficiency) of Revenues over Expenditures		32,657	(297,123)	0	0	(72,785)	(75,354)
Other Financing Sources	8900					72,786	75,354
Other Outgo	7000	8,000	9,500				
Net Increase/(Decrease) in Fund Balance		24,657	(306,623)	0	0	1	0
Beginning Fund Balance:							
Net Beginning Balance, July 1	9010	463,813	488,470		0	0	1
Prior Years Adjustments	9020						
Adjusted Beginning Balance	9030	463,813		0		0	
Ending Fund Balance, June 30		488,470	181,847	0	0	1	1

REVENUES, EXPENDITURES, AND FUND BALANCE DATA

440 GAVILAN JOINT

For Actual Year: 2015-2016

Budget Year: 2016-2017

Fiduciary Funds Group

Description	Object Code	FUND: 74		FUND 75		FUND 76	
		FINANCIAL AID TRUST FUND		SCHOLARSHIP & LOAN TRUST FUND		INVESTMENT TRUST FUND	
		Actual	Budget	Actual	Budget	Actual	Budget
REVENUES:							
Federal Revenues	8100	6,303,805	6,494,210				
State Revenues	8600						
Local Revenues	8800						
Total Income		6,303,805	6,494,210	0	0	0	0
Expenditures							
Academic Salaries	1000						
Classified Salaries	2000						
Employee Benefits	3000						
Supplies and Materials	4000						
Other Operating Expenses and Services	5000		9,475				
Capital Outlay	6000						
Total Expenditures		0	9,475	0	0	0	0
Excess /(Deficiency) of Revenues over Expenditures		6,303,805	6,484,735	0	0	0	0
Other Financing Sources	8900						
Other Outgo	7000	6,303,805	6,484,735				
Net Increase/(Decrease) in Fund Balance		0	0	0	0	0	0
Begining Fund Balance:							
Net Beginning Balance, July 1	9010	0	0	0	0	0	0
Prior Years Adustments	9020						
Adjusted Beginning Balance	9030	0		0		0	
Ending Fund Balance, June 30		0	0	0	0	0	0

Annual Financial and Budget Report

SUPPLEMENTAL DATA

For Actual Year: 2015-2016

District ID: 440

Name: GAVILAN JOINT

Fund Number In	Fund Name	Fund Number Out	Fund Name	Amount Transferred
12	RESTRICTED SUBFUND	11	UNRESTRICTED SUBFUND	1,530,117
73	STUDENT BODY CENTER FEE TRUST FUND	11	UNRESTRICTED SUBFUND	72,786

CALIFORNIA COMMUNITY COLLEGES
 Annual Financial and Budget Report
 SUPPLEMENTAL DATA

Receipt and Expenditures of Lottery Proceeds

Lottery Actual Report

L10 GENERAL FUND

For Actual Year: 2015-2016

Budget Year: 2016-2017

District ID: 440

Name: GAVILAN JOINT

Activity Classification	Activity Code	Unrestricted			Restricted Prop 20		Total
		Instructional & Institutional Unrestricted	Support Activities	Support Activities	Total Unrestricted	Instructional Materials Proposition 20	
		Instructional Activities (AC 0100-5900)	Support Activities (AC 6000-6700)	Support Activities (AC 6800-7390)	Total Unrestricted	Instructional (AC 0100-4900)	
Lottery Adjustments and Proceeds:							
Net Beginning Balance, July 1	9010						
Adjustments	9020						
Adjusted Beginning Balance	9030				0	0	
Actual Fiscal Year Data							
State Lottery Proceeds:	8681		797,723			275,336	
Expenditures							
Academic Salaries	1000				0		0
Classified Salaries	2000				0		0
Employee Benefits	3000				0		0
Supplies & Materials	4000						
Software	4100				0		0
Books, Magazines, & Periodicals	4200				0		0
Instructional Supplies & Materials	4300		263,413		263,413		263,413
Noninstructional Supplies & Mtrls	4400				0		0
Total Supplies and Materials		0	263,413	0	263,413	0	263,413
Other Operating Expenses and Services	5000		534,310		534,310	275,336	809,646
Capital Outlay	6000						
Library Books	6300				0		0
Equipment	6400						
Equipment - Additional	6410				0		0
Equipment - Replacement	6420				0		0
Total Capital Outlay		0	0	0	0		0
Other Outgo	7000				0		0
Total Expenditures		0	797,723	0	797,723	275,336	1,073,059
Ending Balance					0	0	0

Activity Classification	Activity Code	Unrestricted			Restricted Prop 20		Total
		Instructional & Institutional Unrestricted	Support Activities (AC 6000-6700)	Support Activities (AC 6800-7390)	Total Unrestricted	Instructional Materials Propositition 20 (AC 0100-4900)	
Lottery Adjustments and Proceeds:							
Net Beginning Balance, July 1	9010						
Adjustments	9020						
Adjusted Beginning Balance	9030		0			0	
Budget Fiscal Year Data							
State Lottery Proceeds:	8681		712,000			127,650	
Instructional & Institutional Unrestricted							
Expenditures							
Academic Salaries	1000				0		0
Classified Salaries	2000				0		0
Employee Benefits	3000				0		0
Supplies & Materials	4000						
Software	4100				0		0
Books, Magazines, & Periodicals	4200				0		0
Instructional Supplies & Materials	4300		271,896		271,896		271,896
Noninstructional Supplies & Mtrls	4400				0		0
Total Supplies and Materials		0	271,896	0	271,896	0	271,896
Other Operating Expenses and Services	5000		440,104		440,104	127,650	567,754
Capital Outlay	6000						
Library Books	6300				0		0
Equipment	6400						
Equipment - Additional	6410				0		0
Equipment - Replacement	6420				0		0
Total Capital Outlay		0	0	0	0		0
Other Outgo	7000				0		0
Total Expenditures		0	712,000	0	712,000	127,650	839,650
Ending Balance					0	0	

Annual Financial and Budget Report

For Actual Year: 2015-2016

District ID: 440

Name: GAVILAN JOINT

EPA Revenue	4,536,462
-------------	-----------

Activity Classification	Activity Code	Salaries and Benefits	Operating Expenses	Capital Outlay	Total
		(Obj 1000-3000)	(Obj 4000-5000)	(Obj 6000)	
Instructional Activities	0100-5900	4,536,462	0	0	4,536,462
TOTAL		4,536,462	0	0	4,536,462

Annual Financial and Budget Report

For Actual Year: 2015-2016

Budget Year: 2016-2017

District ID: 440

Name: GAVILAN JOINT

Fiscal Year	STRS		PERS		Total	Increase	
	Amount	Rate	Amount	Rate		Amount	Rate
2015-16	1,319,306	10.73%	1,008,453	11.85%	2,327,759	N/A	N/A
2016-17	1,202,719	12.58%	1,187,072	13.89%	2,389,791	62,032	2.66%
2017-18	1,379,589	14.43%	1,324,667	15.50%	2,704,256	314,465	13.16%
2018-19	1,556,460	16.28%	1,461,407	17.10%	3,017,867	313,611	11.60%
2019-20	1,733,330	18.13%	1,589,600	18.60%	3,322,930	305,063	10.11%
2020-21	1,826,068	19.10%	1,692,155	19.80%	3,518,223	195,293	5.88%

Does the district have a plan to fund these expenses through 2020-21?

Yes

Explain Yes or No

Included in fund budget projections

**Gavilan Joint Community College District
Governing Board Agenda**

December 13, 2016

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No. III.1.e

Administrative Services

SUBJECT: Disposal of Surplus Personal Property

- Resolution: BE IT RESOLVED,
 Information Only
 Action Item

Proposal:

That the Board of Trustees approve the destruction of surplus District personal property.

Background:

The District also has numerous pieces of surplus electronic/computer equipment that are in various stages of disrepair and do not have a reasonable value. The electronic/computer equipment are currently in storage and not expected to be used by the District.

Pursuant to Education Code Section 81452 surplus personal property that does not exceed in value the sum of five thousand dollars (\$5,000) or is of insufficient value to defray the cost of a sale may be disposed of without a public auction. Items that cannot be sold will be disposed as surplus personal property.

Budgetary Implications:

No budget implications.

Follow Up/Outcome:

Sell the surplus property and deposit the funds.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Wade W. Ellis, CPA
Wade W. Ellis, CPA – Director, Business Services

Agenda Approval: Kathleen A. Rose
Dr. Kathleen A. Rose, Superintendent/President

Gavilan Joint Community College District Governing Board Agenda

December 13, 2016

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No. III.1.f

Administrative Services

SUBJECT: Gilbane Building Company Project Assignment Amendments

Resolution: BE IT RESOLVED,

Information Only

Action Item

Proposal:

That the Board of Trustees approves Gilbane Building Company Project Assignment Amendment (PAA) augmentation for the Student Center Seismic Upgrade Project.

Background

On July 1, 2011, the board ratified an On-Going Construction Management Services Agreement with Gilbane Building Company. The Constructing Management Service Agreement stipulates that for each individual district project, a separate PAA will be established.

PAA for Student Center Seismic Upgrade Project: Increase fee by \$20,000

This PAA was originally approved for Thirty Four Thousand One Hundred Thirty Four Dollars (\$34,134) for construction management for the Student Center Seismic Upgrade Project. This augmentation for \$20,000 to cover the additional scope of work added to the project. This brings the total revised Contract Price for this PAA to Fifty Four Thousand One Hundred Thirty Four Dollars (\$54,134)

Budgetary Implications:

The efficient use of state Scheduled Maintenance and local Lease Revenue Bond funds.

Follow Up/Outcome:

Upon Board approval, process the agreements.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Frederick E. Harris
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval: Kathleen Rose
Dr. Kathleen Rose, Superintendent/ President

Gavilan Joint Community College District Governing Board Agenda

December 13, 2016

Consent Agenda Item No.
Information/Staff Reports
No. Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No. III.1.g

Administrative Services

SUBJECT: IBI Group Architecture and Planning Project Assignment Amendments Augmentations

Resolution: BE IT RESOLVED,

Information Only

Action Item

Proposal:

That the Board of Trustees approves IBI Group Architects and Planning Project Assignment Amendment (PAA) augmentations for the two (2) projects listed below.

Background

On July 1, 2011, the board ratified an On-Going Architectural Services Agreement with BFGC-IBI (now IBI Group). Architecture and Planning. The Architectural Services Agreement stipulates that for each individual District project, a separate PAA will be established.

Replacement of Gymnasium Bleachers & Flooring PAA: Increase fees by \$8,000

This PAA was originally approved for Fifty Thousand (\$50,000) for design services related to the Gymnasium Bleachers & Flooring Project. This augmentation for \$8,000 is for coordination with District IT to replace existing fiber backbones for the Gymnasium, Theater, CDC, Art Building, Library, Health Building and Student Center, which also includes providing documents for DSA submittal and approval, and construction administration services. This brings the total revised Contract Price for this PAA to Fifty Eight Thousand Dollars (\$58,000).

Gavilan College Athletic Fields Upgrade Project PAA: Increase fees by \$75,000

This PAA was originally approved for Five Hundred Seventy Five Thousand Dollars (\$575,000) for design services related to the Athletic Fields Upgrade Project. This augmentation for \$75,000 is for the additional working drawings of the Athletic Fields added scope of work. This brings the total revised Contract Project for this PAA to Six Hundred Fifty Thousand Dollars (\$650,000).

Budgetary Implications:

The efficient use of Measure E and local Lease Revenue Bond funds.

Follow Up/Outcome:

Upon Board approval, process the agreements

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Frederick E. Harris
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval: Kathleen Rose
Dr. Kathleen Rose, Superintendent/ President

**Gavilan Joint Community College District
Governing Board Agenda**

December 13, 2016

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No. III.1.h

Administrative Services

SUBJECT: RESOLUTION 1016: Resolution Authorizing the District to enter into a Lease Agreement with South Bay Regional Public Safety Training Consortium

- Resolution: BE IT RESOLVED, that Resolution No. 1016 be approved.
- Information Only
- Action Item

Proposal:

That the Board of Trustees approves Resolution 1016 authorizing the District to enter into a Lease Agreement with the South Bay Regional Public Safety Training Consortium for their use and occupancy of the Coyote Valley Educational Center.

Background:

South Bay Regional Public Safety Training Consortium ("South Bay") was created in 1994 by Evergreen Valley College and Gavilan College through a California Community College Chancellor's Office Grant as a Joint Powers Authority organized pursuant to Government Code §6500 et seq. for the purpose of providing education and training for public safety students within the geographic areas represented by Gavilan College, Monterey Peninsula College, College of San Mateo, Lake Tahoe Community College, Cabrillo College, Mission College, Hartnell College, Foothill College, and Ohlone College.

Pursuant to California Education Code § 81432, it is proposed that the District enter into a 10 Year Lease with South Bay for South Bay's use and occupancy of the Coyote Valley Educational Center to provide for its members public safety education and training for law enforcement, fire services, emergency medical services, dispatch communications and other public safety functions through an academy dedicated to public safety education and training.

California Education Code § 81432 mandates that prior to entering into such Lease, the Board shall, by unanimous vote, issue a Resolution authorizing such action and prescribing the terms of the Lease. A copy of the Resolution is attached.

Upon adoption of this Resolution, pursuant to Education Code §81432(b), the Board directs the District Vice President of Administrative Services to publish this Resolution in a newspaper in the District having a general circulation no less than once a week for three weeks prior to the effective date of the Lease.

Budgetary Implications:

In consideration of its use and occupancy at the Coyote Valley Educational Center, South Bay shall pay rent to the District as follows:

- YEARS 1 AND 2. South Bay shall allocate and assign to the District twenty (20) of South Bay's Full Time Equivalent Students (FTES) for the 2016-17 Fiscal Year, and forty (40) FTES for the 2017-18 fiscal year and any part of 2018-2019 fiscal year generated for students enrolled and participating in the Public Safety Education and Training Program at the Coyote Valley Educational Center to cover Rent and Expenses for Years 1 and 2.
- YEAR 3 AND BEYOND. Beginning in Year 3 and continuing throughout the term of the District's August 1, 2016 Lease Revenue Bond ("LRB") Agreement, South Bay shall pay the District Rent in the amount equal to 29% of District's total annual principal and interest LRB payments. This payment represents one-half (1/2) of the annual principal and interest LRB payments associated

with the design and construction of the Coyote Valley Educational Center, and will range over the term of the LRB Agreement from \$127,035 to \$128,506 per year.

Follow Up/Outcome:

Upon adoption of Resolution 1016 and completion of the advertisement period, the Vice President of Administrative Services shall be authorized to execute and deliver the Lease Agreement.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Frederick E. Harris
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval: Kathleen Rose
Dr. Kathleen Rose, Superintendent/ President

**GAVILAN JOINT COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 1016**

RESOLUTION AUTHORIZING THE DISTRICT TO ENTER INTO
LEASE AGREEMENT WITH SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING CONSORTIUM

WHEREAS, Gavilan Joint Community College District ("District") is the fee owner of certain real property located at 560 Bailey Avenue, San Jose, California ("Property"), which is commonly referred to as the Gavilan College Coyote Valley Educational Center ("Coyote Valley Educational Center").

WHEREAS, the District anticipates development of the Property for use by the District as the Coyote Valley Educational Center by construction of improvements thereon that will include facilities utilized for public safety education and training facilities ("Facilities").

WHEREAS, South Bay Regional Public Safety Training Consortium ("South Bay") provides public safety education and training for law enforcement, fire services, emergency medical services, dispatch communications and other public safety functions through an academy dedicated to public safety education and training.

WHEREAS, the District desires to enter into a Lease with South Bay for South Bay's non-exclusive use and occupancy of the Public Safety Training Facilities to be constructed at the Coyote Valley Educational Center pending completion of the Facilities.

WHEREAS, California Education Code § 81432 mandates that prior to entering into such Lease, the Board shall, by unanimous vote, issue a Resolution authorizing such action and prescribing the terms of the Lease.

NOW THEREFORE, the following Resolutions are adopted:

RESOLVED, that Gavilan Joint Community College District's Board of Trustees hereby approves the Lease by and between the District and South Bay for South Bay's non-exclusive use and occupancy of the Public Safety Training Facilities at the Coyote Valley Educational Center in the general form and content presented herewith, including the following terms: (1) South Bay shall have the non-exclusive right to the use of the Facilities at the Coyote Valley Educational Center for purposes of providing public safety training and education services for South Bay members during normal daytime and evening school hours. The District shall also have the right to the use and occupancy of the Coyote Valley Educational Center during normal daytime and evening school hours. Coordination and any changes to this schedule will be made by written mutual consent of both parties; (2) all activities of South Bay at the Coyote Valley Educational Center shall be in strict conformity with all applicable laws, regulations and rules and all personnel, whether an independent contractor to South Bay or an employee of South Bay, providing any service or instruction in the Coyote Valley Educational Center Facilities shall be duly licensed or certified for the nature of the service or instruction provided as required by applicable law; (3) the Term of this Lease is Ten (10) years, commencing as of the Effective date unless terminated pursuant to the Lease Agreement and upon further written amendment shall be subject to three (3) additional ten (10) year renewal terms.

FURTHER RESOLVED, South Bay shall pay rent as follows:

YEARS 1 AND 2. South Bay shall allocate and assign to Gavilan Joint Community College District twenty (20) of South Bay's Full Time Equivalent Students (FTES) for the 2016-17 Fiscal Year, and forty (40) FTES for the 2017-18 fiscal year and any part of 2018-2019 fiscal year generated for students enrolled and participating in the Public Safety Education and Training Program at the Coyote Valley Educational Center to cover Rent and Expenses for Years 1 and 2.

YEAR 3 AND BEYOND. Beginning in Year 3 and continuing throughout the Term of the District debt at the Coyote Valley Educational Center, in lieu of any other South Bay payments to the District for rent and expenses, South Bay shall pay District Rent in the amount equal to 29% of District's total annual principal and interest payments due under a certain Lease Revenue Bond ("LRB") Agreement, dated as of August 1, 2016, by and between the District and the California Community College Financing Authority (the "Authority"), which represents one-half (1/2) of the annual principal and interest payments due for the LRB proceeds received to complete the design and construction of the Facilities at the Coyote Valley Educational Center.

FURTHER RESOLVED, that pursuant to Education Code §81432(b), the Board directs that the District Vice President of Administrative Services shall publish this Resolution in a newspaper in the district having a general circulation no less than once a week for three weeks prior to the effective date of the Lease.

FURTHER RESOLVED that upon completion of the advertisement period, the Vice President of Administrative Services shall be authorized to execute and deliver the Lease Agreement in the general form and content presented herewith.

SECRETARY/CLERK CERTIFICATE

The undersigned Secretary/Clerk of the Gavilan Joint Community College District hereby certifies that the foregoing is a true and correct copy of Resolution No. 1016 duly adopted by the Board of Trustees of the Gavilan Joint Community College District at a regularly scheduled public meeting thereof on the 13th day of December, 2016, by the following vote of the members thereof:

AYES _____

ABSENT _____

NOES _____

ABSTAIN _____

Secretary/Clerk
Gavilan Joint Community College District

Gavilan Joint Community College District Governing Board Agenda

December 13, 2016

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No. III.1.i

Administrative Services

SUBJECT: Third Amendment to the Donation Agreement and Joint Escrow Instructions for Coyote Valley Campus Acquisition

Resolution: BE IT RESOLVED,

Information Only

Action Item

Proposal:

That the Board of Trustees approves a Third Amendment to the Donation Agreement and Joint Escrow Instructions with Sobrato Interests 2 ("Sobrato") for reimbursement of \$420,000 for the purchase of a Conservation Easement to mitigate the buildout at the Coyote Valley Educational Center.

Background:

The District and Sobrato Interests 2, a California limited partnership formerly known as Campus Park Associates, a California limited partnership, entered into an agreement on October 17, 2006 for the purchase and donation of real property for the Gavilan College Coyote Valley Educational Center located at 560 Bailey Avenue, San Jose, CA. The Board approved a First Amendment to that agreement on October 14, 2008, and a Second Amendment on or about December 8, 2015.

The original agreement contained a provision where Sobrato is to donate up to \$850,000 to reimburse the District for its California Tiger Salamander Habitat Mitigation fee expense. The District was approved as a Participating Special Entity into the Santa Clara Valley Habitat Agency's Habitat Conservation Plan. As part of that Plan, the District paid \$137,116.06 in fees to the Habitat Agency for the Phase 1 construction on 15 of the 55 acres at the Coyote Valley site, which Sobrato has reimbursed the District.

The District was subsequently denied by the California Department of Fish and Wildlife to further participate in the SCVHA Habitat Conservation Plan to mitigate for buildout construction on the remaining 40 of 55 acres that would comprise a Phase 2 Coyote Valley project. Therefore the District paid \$420,000 for a Conservation Easement Purchase Agreement dated February 9, 2016 with Mariposa Peak, LLC in order to mitigate a future Phase 2 project. Approval of the Conservation Easement by the state and federal Mitigation Authorities had not yet been obtained before the Original Donation Agreement with Sobrato expired in October 2016.

This Third Amendment provides until October 17, 2019 for the District to obtain the Mitigation Authorities' final and unconditional approval of the Conservation Easement, and if obtained before the new deadline further provides for reimbursement for such costs from Sobrato in an amount not to exceed \$420,000.

Budgetary Implications:

Reimbursement for previous Measure E Bond Program Fund expenditures.

Follow Up/Outcome:

Sign and record the Agreement.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Frederick E. Harris
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval: Kathleen Rose
Dr. Kathleen Rose, Superintendent/ President

**Gavilan Joint Community College District
Governing Board Agenda**

December 13, 2016

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No. III.1.j

Administrative Services

SUBJECT: Coyote Valley Educational Center Increment #2, Change Order #4

Resolution: BE IT RESOLVED,

Information Only

Action Item

Proposal:

That the Board of Trustees authorizes the fourth project Change Order request for the Coyote Valley Educational Center Increment #2. Change Order #4 is \$28,849.58. Original Agreement to Meehleis Modular Buildings, Inc. was \$6,481,454. Total cost of change orders #1, #2, #3 and #4 is \$340,864.23 or 5.26% of the original contract price. The initial estimate for this Change Order #4 totaled \$43,273.23, but after Gilbane thoroughly reviewing and successfully negotiating with the contractor that amount was reduced by \$14,424.

Background:

Public Contract Code § 20659 provides that if any change of a contract is ordered by the governing board of a community college district, such change shall be specified in writing and the cost agreed upon between the governing board and the contractor, and further provides that the board may authorize the contractor to proceed with performance of this change without the formality of securing bids, if the cost so agreed upon does not exceed ten percent of the original contract price. The following Change Order (CO) request has been submitted:

Coyote Valley Educational Center Increment #2 Project

Meehleis Modular Building, Inc., CO #4 for \$28,849.58. A detailed Change Order #4 table is attached for this project, and includes extending Builder's Risk Insurance, additional water buggy rental and labor to drive/fill, extended Project Supervision through completion of construction.

Budgetary Implications:

The efficient use of Measure E Funds and local Lease Revenue Bond funds.

Follow Up/Outcome:

Upon Board approval, the change order will be issued to the contractor.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Frederick E. Harris
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval: Dr. Kathleen Rose
Dr. Kathleen Rose, Superintendent/ President

Change Order for Project

CHANGE ORDER #04 - Meehleis Modular Buildings, Inc.

PCO #	Description	Amount	Additional Days (Calendar)
18	Extend Builder's Risk Insurance coverage, Additional water buggy rental, labor to drive and fill-up tank, Extended Project Supervision through 11/24/16	\$ 28,849.58	0
TOTAL		\$ 28,849.58	0

Contract Amount	\$ 6,481,454.00
Net Change By Previously Authorized Change Orders	\$ 312,014.65
Revised Contract Amount Prior to this Change Order	\$ 6,793,468.65
Change Order #04	\$ 28,849.58
New Contract Amount Including this Change Order	\$ 6,822,318.23
Available Construction Contingency	\$ 648,145.00
Change Order #01, #02, #3 and #4	\$ 340,864.23
Remaining Construction Contingency	\$ 307,280.77

Contract Start Date	August 17, 2015
Contract Substantial Completion Date	November 24, 2016
New Contract Substantial Completion Date (By Previously Authorized Change Orders)	November 24, 2016
New Contract Substantial Completion Date (Including this Change Order)	November 24, 2016

Gavilan Joint Community College District Governing Board Agenda

December 13, 2016

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No. III.1.k

Administrative Services

SUBJECT: Coyote Valley, Off-Site Project, Change Order #1.

Resolution: BE IT RESOLVED,

Information Only

Action Item

Proposal:

That the Board of Trustees authorizes the first Change Order request for the Coyote Valley, Off-Site Project Change Order #1 in the amount of \$137,093. The Original Agreement to Pacific Underground Construction was \$1,370,938. The cost of Change Order #1 is \$137,093 or 10% of the original construction contract price, leaves a \$0 balance in the construction contingency, and results in a total construction cost of \$1,508,031.

Background:

Public Contract Code § 20659 provides that if any change of a contract is ordered by the governing board of a community college district, such change shall be specified in writing and the cost agreed upon between the governing board and the contractor, and further provides that the board may authorize the contractor to proceed with performance of this change without the formality of securing bids, if the cost so agreed upon does not exceed ten percent of the original contract price. The following Change Order (CO) request has been submitted:

Coyote Valley, Off-Site Project

Pacific Underground Construction, Inc., CO #1 for \$137,093. A detailed Change Order #1 table is attached for this project.

There is a total of 1 change order for this project totaling \$137,093. The initial estimate for this change order totaled \$167,463 but after thoroughly reviewing and successfully negotiating with the contractor that amount was reduced by \$30,370.

The change order was a direct result of unforeseen conditions, ground water intrusion in the sewer main trench which required extra equipment, shoring material and fill. There were utilities conflicts at the point of connection. Additional costs included galvanized steel plate on abutments, additional support hanger, scaffolding and x-ray for installation. Relocate of a 2" water service to AT & T building, required by the San Jose City Inspector of Record. Additional labor due to multiple utility conflicts not shown on plans or marked in the street (USA). Additional labor equipment and saw to cut 20" – 24" thick existing asphalt on Bailey Avenue.

There is a total of 1 Change Order for this project totaling \$137,093.

Budgetary Implications:

The efficient use of Measure E and Lease Revenue bond funds.

Follow Up/Outcome:

Upon Board approval, the Change Order will be issued to the Contractor.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Frederick E. Harris
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval: Kathleen Rose
Dr. Kathleen Rose, Superintendent/ President

Change Order for Project

CHANGE ORDER #01 - Pacific Underground Construction, Inc.

PCO #	Description	Amount	Additional Days (Calendar)
001	Unforeseen Conditions, ground water intrusion in the sewer main trench. Required extra equipment, shoring material and fill	\$ 43,573.27	0
002	18" Utility conflict at point of connection, includes additional excavation shoring due to groundwater, removal of unsuitable materials	\$ 47,560.00	0
003	Additional costs to include galvanized steel plate on abutments, additional support hanger, scaffolding and x-ray for installation.	\$ 11,567.92	0
004	Relocated 2" water service to AT & T Building, required by San Jose City Inspector or Record. Service required due to configuration at the end of the main.	\$ 14,297.00	0
005	Additional labor due to multiple utility conflicts not shown on plans or marked in the street (USA)	\$ 4,342.81	0
006	Additional labor, equipment and saw to cut 20"-24" thick existing asphalt o Bailey Ave to be removed.	\$ 15,752.00	0
TOTAL		\$ 137,093.00	0

Contract Amount	\$ 1,370,938.00
Net Change By Previously Authorized Change Orders	\$ -
Revised Contract Amount Prior to this Change Order	\$ 1,370,938.00
Change Order #01	\$ 137,093.00
New Contract Amount Including this Change Order	\$ 1,508,031.00

Available Construction Contingency	\$ 137,093.00
Change Order #01	\$ 137,093.00
Remaining Construction Contingency	\$ -

Contract Start Date	May 23, 2016
Contract Substantial Completion Date	November 24, 2016
New Contract Substantial Completion Date (By Previously Authorized Change Orders)	November 24, 2016
New Contract Substantial Completion Date (Including this Change Order)	November 24, 2016

**Gavilan Joint Community College District
Governing Board Agenda**

December 13, 2016

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No. III.1.I

Administrative Services

SUBJECT: Gavilan Community College Aviation Program at San Martin South County Airport, Change Order #4

Resolution: BE IT RESOLVED,

Information Only

Action Item

Proposal:

That the Board of Trustees authorizes the fourth project Change Order request for the Gavilan Community College Aviation Program at San Martin South County Airport. Change Order #4 is \$11,923.91. Original Agreement to Seward L Schreder Construction, Inc. was \$2,900,800. Total cost of change orders #1, #2, #3 and 4 is \$(-29,268.09).

Background:

Public Contract Code § 20659 provides that if any change of a contract is ordered by the governing board of a community college district, such change shall be specified in writing and the cost agreed upon between the governing board and the contractor, and further provides that the board may authorize the contractor to proceed with performance of this change without the formality of securing bids, if the cost so agreed upon does not exceed ten percent of the original contract price. The following Change Order (CO) request has been submitted:

Gavilan Community College Aviation Program at San Martin South County Airport Project
Seward L. Schreder Construction, Inc., CO #4 for \$11,923.91. The change order resulted from a DSA requirement to add vertical heating vents to exit through the roof, and to install piping for the in-line air compressor dryers. A detailed Change Order #4 table is attached for this project.

Budgetary Implications:

The efficient use of Measure E Funds.

Follow Up/Outcome:

Upon Board approval, the change order will be issued to the contractor.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Frederick E. Harris
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval: Dr. Kathleen Rose
Dr. Kathleen Rose, Superintendent/ President

Change Order for Project

CHANGE ORDER #04 - Seward L. Schreder Construction, Inc.

RCCO #	Description	Amount	Additional Days (Calendar)
019	Install vertical vents to exit through roof (DSA required)	\$ 5,496.91	0
020	install piping for in-line air compressor dryers	\$ 6,427.00	0
TOTAL		\$ 11,923.91	0

Contract Amount	\$ 2,900,800.00
Net Change By Previously Authorized Change Orders	\$ (41,292.00)
Revised Contract Amount Prior to this Change Order	\$ 2,859,508.00
Change Order #04	\$ 11,923.91
New Contract Amount Including this Change Order	\$ 2,871,431.91

Available Construction Contingency	\$ 290,080.00
Value Engineered - Change Order #1	\$ (175,000.00)
Sub-Total	\$ 115,080.00

Change Order #02, #3 and #4	\$ 145,631.91
Remaining Construction Contingency	\$ (30,551.91)

Contract Start Date	January 18, 2016
Contract Substantial Completion Date	July 29, 2016
New Contract Substantial Completion Date	July 29, 2016
(By Previously Authorized Change Orders)	
New Contract Substantial Completion Date (Including this Change Order)	July 29, 2016

**Gavilan Joint Community College District
Governing Board Agenda**

December 13, 2016

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No. III.1.m

Administrative Services

SUBJECT: Term Extension for Agricultural Use Leases at Coyote Valley and Fairview Corners

- Resolution: BE IT RESOLVED,
- Information Only
- Action Item

Proposal:

That the Board of Trustees approve a lease term extension until November 15, 2017 for the agricultural use of the undeveloped land at the Coyote Valley and Fairview Corners sites.

Background:

The District has maintained agricultural use agreements with Agco Hay, LLC at Coyote Valley and Harry Serafin at Fairview Corners for them to farm hay on the undeveloped portions of those properties. Both of those current agreements expired on November 15, 2016. The District proposes to extend those agreements until November 15, 2017.

Budgetary Implications:

Harry Serafin will continue to pay the District \$2,306.60 per year for use of the District's portion of the Fairview Corners site. Due to the construction on a portion of the Coyote Valley site, the annual management fee paid by the District to Agco Hay, LLC to maintain and farm the undeveloped portion of the property will be reduced from \$1,225 to \$700.

Follow Up/Outcome:

With Board approval, sign the agricultural use agreements with Agco Hay, LLC and Harry Serafin.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: 
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval: 
Dr. Kathleen Rose, Superintendent/ President

**Gavilan Joint Community College District
Governing Board Agenda**

December 13, 2016

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No. III.1.n

Administrative Services

SUBJECT: RESOLUTION 1017: Authorizing the District to proceed on a Solar Project on the Gavilan College Gilroy campus as a Clean Renewable Energy Bond Project

Resolution: BE IT RESOLVED, that Resolution No. be approved.

Information Only

Action Item

Proposal:

That the Board of Trustees approves Resolution 1017 authorizing the District to submit an application to the Internal Revenue Service for an allocation of Clean Renewable Energy Bonds (CREBs) of up to \$8,000,000 to finance the procurement of a Solar Generating Project on the Gavilan College Gilroy campus; to enter into Memorandums of Understanding with the Community College League of California and MuniBond Solar to consult on the procurement and financing of this project; and to proceed with a competitive bid process to select a solar vendor who would be approved by the Board at its May 9, 2017 meeting.

Background:

The District has undertaken a preliminary analysis to assess the economic benefits of procuring a 1.5 MW solar generating project at the Gilroy campus, and has determined that such procurement would likely provide an economic benefit to the District. The District seeks to develop such a Solar Project as a Clean Renewable Energy Bond project, eligible to be financed with "Clean Renewable Energy Bonds" ("CREBs") under Section 54C of the Internal Revenue Code of 1986 (the "Tax Code"), as amended, and to submit an application to the Internal Revenue Service for an allocation of CREBs of up to \$8,000,000 (the "CREBs Application") in order to finance the procurement cost of the Solar Project.

CREBs are only available to local governments and the available national balance as of September 1, 2016 is about \$390 million. Because any applicant can seek up to 20% of the available balance, the remaining CREB allocation could deplete quickly. With CREBs the District would likely enjoy a net interest cost under 1.0%. The CREBs would be privately placed with a qualified institutional investor, selected through a competitive solicitation.

Under the auspices of the Community College League of California (CCLC) Solar Consulting Services Program, their Consultant will provide consulting services to the District including analysis, document preparation, procurement management assistance, and technical advising in the District's efforts to procure a Solar Electric System. If a District should accept a solar vendor's proposal, the CCLC Consultant agrees to provide further support to District to facilitate the consummation of a fair and reasonable agreement between that solar vendor and District.

Working closely with the CCLC Consultant, MuniBond Solar has special expertise in assisting community college districts in California secure allocations of and privately place CREBs for the purpose of financing direct-purchase, renewable energy projects such as the Solar Project.

The District and the Consultants intend to use a competitive "request for proposal" ("RFP") procurement process. The Consultants will not charge the District any fees for their consulting services provided under this Program; instead, the Consultants will receive their consulting fees on a contingency basis, by exacting a fee from any solar vendor only if and when the District enters into a solar procurement contract.

Budgetary Implications:

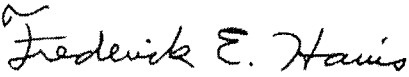
A 1.0 MW solar carport system is estimated to cost \$4 million to construct, and is estimated to result in a 30 year net benefit to the District of \$7 million. A 1.5 MW solar carport system is estimated to cost \$6 million to construct, and is estimated to result in a 30 year net benefit to the District of \$12.5 million. These estimates assume a 3.5% annual rate increase from PG&E, which is conservatively lower than the 5.4% average annual rate increases since 1970.

The net benefit estimates are after the CREBs financing costs and 25 year maintenance costs of the solar carport systems, which includes a performance guarantee. 100% of the costs of construction & maintenance will be financed by the CREBs. It is also important to understand that the cost and savings values above can only be illustrative without more detailed consideration of the many variables involved and without actually going through the competitive solicitation process.

Follow Up/Outcome:

Upon adoption of Resolution 1017, the Vice President of Administrative Services shall be authorized to complete and submit the CREBs Application, enter into agreements with the Community College League of California and MuniBond Solar, and together proceed with a competitive procurement process to select a solar vendor who would be approved by the Board at its May 9, 2017 meeting.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: 
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval: 
Dr. Kathleen Rose, Superintendent/ President

GAVILAN JOINT COMMUNITY COLLEGE DISTRICT

RESOLUTION NO. 1017

RESOLUTION OF THE BOARD OF TRUSTEES OF THE GAVILAN JOINT COMMUNITY COLLEGE DISTRICT DECLARING INTENT TO FINANCE A CLEAN RENEWABLE ENERGY BOND PROJECT, AND AUTHORIZING OFFICIAL ACTION IN CONNECTION THEREWITH

WHEREAS, the Gavilan Joint Community College District ("District") has undertaken a preliminary analysis to assess the economic benefits of procuring solar generation at various campus and facility sites owned by the District and finds that such procurement would likely provide an economic benefit to the District; and

WHEREAS, the District has determined to proceed with a request for proposal process to solicit definitive procurement proposals from qualified solar vendors (the "RFP") for the direct purchase of a solar energy generation project at Gavilan College located at 5055 Santa Teresa Blvd, Gilroy, California (the "Solar Project"); and

WHEREAS, the District intends to proceed with the RFP and development of the Solar Project as a clean renewable energy bond project, eligible to be financed with "Clean Renewable Energy Bonds" ("CREBs") under Section 54C of the Internal Revenue Code of 1986 (the "Tax Code"), as amended, and to submit an application to the Internal Revenue Service for an allocation of CREBs of up to \$8,000,000 (the "CREB Application") in order to finance the procurement cost of the Solar Project; and

WHEREAS, the California Community College League (the "League") has special expertise in assisting community college districts in California with the procurement and economic assessment of direct-purchase, renewable energy projects such as the Solar Project ; and

WHEREAS, the MuniBond Solar ("MuniBond") has special expertise in assisting community college districts in California secure allocations of and privately place CREBs for the purpose of financing direct-purchase, renewable energy projects such as the Solar Project ; and

WHEREAS, United States Income Tax Regulations section 1.150-2 provides generally that proceeds of tax-exempt debt are not deemed to be expended when such proceeds are used for reimbursement of expenditures made prior to the date of issuance of such debt unless certain procedures are followed, one of which is a requirement that (with certain exceptions), prior to the payment of any such expenditure, the issuer declares an intention to reimburse such expenditure, and such regulations also apply to CREBs; and

WHEREAS, the Board of Trustees of the District approves the above-described transactions in furtherance of the public purposes of the District;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Gavilan Joint Community College District ("Board") as follows:

Section 1. Authorization to Submit CREB Application. The Board hereby authorizes the District's Vice President of Administrative Services (the "Authorized Officer"), to take necessary actions to complete, sign and submit the CREB Application.

Section 2. Approval to Proceed with Solar Development. The Authorized Officer is hereby authorized to proceed with the RFP, which is expected to lead to the selection of a solar vendor with whom the District would negotiation contracts for the (i) engineering, procurement and construction of the Solar Project; (ii) operation and maintenance of the Solar Project, and; (iii) guarantee of the Solar Project's future energy generation performance (collectively the "Solar Contracts"), the final terms of which shall be presented to the Board for final consideration and possible approval by the Board at its May 9, 2017 meeting.

Section 3. Approval of Execute Memorandum of Understanding ("MOA"). The Authorized Officer is hereby authorized to execute memorandums of understanding with the League and with MuniBond who have agreed to provide services supporting the proposed RFP, the CREB Application and other services relating to the Solar Project on a contingent-fee basis.

Section 4. Reimbursement. The District intends to issue, or cause a financing authority to issue, the CREBs for the purpose of paying the costs of the Project. The District hereby declares that it reasonably expects (i) to pay certain costs of the Project prior to the date of issuance of the CREBs, and (ii) to use a portion of the proceeds of the CREBs for reimbursement of expenditures for the Project that are paid before the date of issuance of the CREBs. The maximum aggregate principal amount of the CREBs is estimated at \$8,000,000.

Section 5. Effective Date. This Resolution shall take effect from and after the date of its passage and adoption.

I hereby certify that the foregoing Resolution was passed and adopted by the Board of Trustees of the Gavilan Joint Community College District at a meeting thereof duly held on December 13, 2016 by a vote of a majority of its members.

Adopted by the following votes:

AYES:

NOES:

ABSENT:

President of the Board

Secretary

Preliminary Solar Photovoltaic Assessment for Gavilan College

by Clyde Murley, Solar Program Manager,
Community College League of California, October 18, 2016

This preliminary assessment of the potential for a solar photovoltaic ("PV") system has been prepared at the request of Gavilan Community College District. The Community College League of California ("CCLC" or "League") has been operating a solar consulting services program since 2009 for its member districts, in recognition of the fact that solar PV systems can provide reliable and long-term cost savings to districts, but that districts generally need trusted outside assistance and expertise to ensure that the solar systems procured are of high quality and reliability while also reflecting highly competitive prices. Since its inception this CCLC program has supported 14 community college districts in competitively procuring commercial-scale solar PV systems. The CCLC solar program assists districts in siting, sizing, estimating long-term economics, managing requests for proposals, and negotiating contracts and 25-year O&M and performance guarantee agreements for solar PV systems. Clyde Murley, CCLC's Solar Program Manager, effectively acts as extended staff to a district during the solar evaluation and procurement process, working closely with a district's business and facilities departments and its board. Using CCLC's solar program services requires no out-of-pocket costs to districts, since the League instead covers its costs by charging a fee to a solar vendor only if and when a district successfully executes a solar design-build contract with a district.

Table 1. Site Information

School Site	Site Address	PG&E Service Account #	2015-16 Electricity Usage (kWh)	Current PG&E Rate Schedule	Anticipated PG&E Post-Solar Rate Schedule	Supply Voltage
Gavilan College	5055 Santa Teresa Blvd., Gilroy, CA 95020	137168711	3,200,000	E20	E20 Option R	Primary

Summary of Preliminary Assessment

Expected Value of Solar PV System Output. Gavilan College currently purchases its electricity from Constellation NewEnergy, a direct access provider, and receives its transmission and distribution service from PG&E. The College uses approximately 3.2 million kilowatt-hours (kWh) of electricity annually. With this amount of electricity usage, the College could justify building at least 1 megawatt (million watts or "MW-ac") of solar PV capacity and as much as 1.5 MW. (These system sizes are being expressed here in terms used by utilities, which are "alternating current" or "ac." The physical capacity of solar systems is about 10% larger than the ac capacity, and is expressed in "direct current" or "dc" terms.)

Under current PG&E rates, and under the new Net Energy Metering rules ("NEM 2.0") for solar systems,¹ the way to achieve the lowest electricity bill would be to build this larger, 1.5 MW-ac system, assuming the College could afford to do so. Based on current rates, the district could expect to save approximately \$257,000 and \$329,000, respectively, for the first two full years of operation of the solar system compared to the expected electric utility bills if the solar system was not constructed. This assumes that the District would leave Constellation NewEnergy after the first full year of the solar system operation and return to PG&E electricity service, since remaining on direct access service with Constellation would reduce the value of the electricity produced by the solar PV system by approximately \$50,000 annually. If the District opted instead to build a 1.0 MW-ac PV system, the expected savings are approximately \$155,000 and \$197,000, respectively, for the first two full years of operation of the solar system compared to the expected electric utility bills if the solar system was not constructed. In either case, using the League's approach to competitive solar PV procurement, the solar PV system would be expected to operate for at least 25 years under a 25-year O&M and performance guarantee agreement. The 1.0 MW system would be expected to produce approximately 1.75 million kWh per year while the 1.5 MW system would be expected to produce approximately 2.6 million kWh per year.

Because utility rates are generally expected to increase during the 25+ year operation of the solar system, the value of the expected solar savings would grow over time. Assuming utility rates increase at an average annual rate of 3.5% (which is generally regarded as conservative), and that the solar PV output declines at a rate of 1/2% per year due to routine degradation, the 25-year utility bill reductions over 25 years are expected to be ~\$9.1 million for the 1.0 MW-ac system, and ~\$15.2 million for the 1.5 MW-ac system.

Estimated Cost of the District's Solar PV System. The actual cost of the District's PV system can only be known after the competitive procurement process has been completed and a contract with the winning solar vendor has been executed. However, based on recent similar projects in which the League's solar program has been used for procuring solar PV carports, it is reasonable to expect that a 1.0 MW-ac system would cost up to \$4 million and that a 1.5 MW-ac system would cost around \$6 million. Since it would be most prudent to also procure a 25-year O&M and module cleaning program and a corresponding 25-year performance guarantee for the solar system, the District should also expect annual operating and guarantee payments on the order of \$20,000 and \$30,000 per year (escalating at 3% per year), for a 25-year total of ~\$730,000 and ~\$1.1 million, respectively, for the 1.0 MW-ac and 1.5 MW-ac systems.

Estimated Net Benefits of a 1.0 MW-ac or 1.5 MW-ac PV System. The net benefits of the solar PV system would be the expected electricity bill reductions, less the O&M and performance guarantee payments, less the upfront system cost. Given the assumptions stated above, this suggests a 25-year net benefit for the 1.0 MW-ac system of approximately \$4.4 million, versus approximately \$8.1 million for the 1.5 MW-ac system.

¹ Net energy metering refers to the arrangement in which the customer's meter runs in reverse whenever its solar system is generating more than the customer needs at a particular point in time. This approach results in the customer receiving bill credits for the electricity that is being pushed out to the utility grid, and enables a customer to offset a greater percentage of its electricity usage with solar production.

This 25-year forecast of savings assumes that PG&E's rates will increase at an annual rate of 3.5%. This is quite conservative compared to the historical average annual rate of 5.4% since 1970, as shown in Figure 3 on page 7. Should PG&E's actual rates escalate at a higher annual rate than 3.5%, the savings would be even greater than those shown in Table 2 below.

It is important to understand that a well-built and maintained solar PV carport system can be expected to operate for 30 years or longer, thereby making this net benefits estimate conservative. Over 30 years the net benefits are expected to be \$7.0 million and \$12.5 million, respectively, for the 1.0 MW and 1.5 MW systems. Should the District elect to obtain financing to pay some or all of the upfront system costs the interest and issuance costs would reduce these net benefits accordingly.

Should the District elect to procure the solar PV system in the hope of getting it completed as soon as possible, this could mean as early as Fall 2017. Since the District is contractually obligated to remain on direct access electricity service with Constellation New Energy until July 2018, this would mean modestly lower savings during the first nine or so months of the system's operation since the solar savings are somewhat lower when on direct access service than when on PG&E generation service. Over the 25+-year operating period of the solar system, this difference is not significant.

The 25- and 30-year cost and savings assumptions are summarized in Table 2 below.

Table 2. Build Size, Cost and Savings Scenarios

Build Scenario	Build Size (MW-ac)	System Cost (\$)	Year One Bill Savings (\$)	Year Two Bill Savings (\$)	25-Year Bill Savings (\$)	25-Year Net Benefit (\$)	30-Year Bill Savings (\$)	30-Year Net Benefit (\$)
1	1.0 MW	\$4.0 million	\$155,000	\$197,000	\$9.1 million	\$4.4 million	\$12.0 million	\$7.0 million
2	1.5 MW	\$6.0 million	\$257,000	\$329,000	\$15.2 million	\$8.1 million	\$20.0 million	\$12.5 million

Gavilan College Solar PV Physical Potential. Figure 1 on page 5 is an aerial of the Gavilan College campus marked with red rectangles over most of the parking spaces in Lots A and C, which appear to be the best parking lots for siting a solar PV system. Building solar PV carports in these "red rectangle" areas would add up to approximately 1.5 MW-ac of solar PV capacity. The red "X's" indicate trees that would need to be removed in order to prevent shading of the PV panels. Figure 4 on page 8 contains an illustrative example of the type of solar PV carports that would be built.

Conclusion

Gavilan College appears to have advantageous conditions--both physical and economic--for building a solar PV carport system. It is also important to understand that the cost and savings values above can only be illustrative without more detailed consideration of the many variables involved and without actually going through the competitive solicitation process.

The rules governing NEM 2.0 are still being finalized by PG&E and the California Public Utilities Commission but they are expected to be finalized before the District would be embarking on its solar procurement process.

Figure 2 contains an illustrative schedule to complete the solar competitive procurement process and the construction of the solar PV system. By starting the process immediately it should be possible to have the solar PV system operational by the end of 2016 or in early 2017.

.....

Attached Figures:

Figure 1. Gavilan College -- Indicative Siting for 1.5 MW-ac of Solar Carports

Figure 2. Illustrative Solar Procurement and Construction Schedule

Figure 3. Historical California/PG&E Commercial Electricity Rate Increases: 1970 - 2015

Figure 4. Illustrative Example of Solar PV Carports

Figure 1. Gavilan College -- Indicative Siting for 1.5 MW-ac of Solar Carports

5055 Santa Teresa Blvd., Gilroy, CA 95020

The red rectangles indicate solar carport locations. The red "X's" indicate trees that would need to be removed to prevent panel shading.

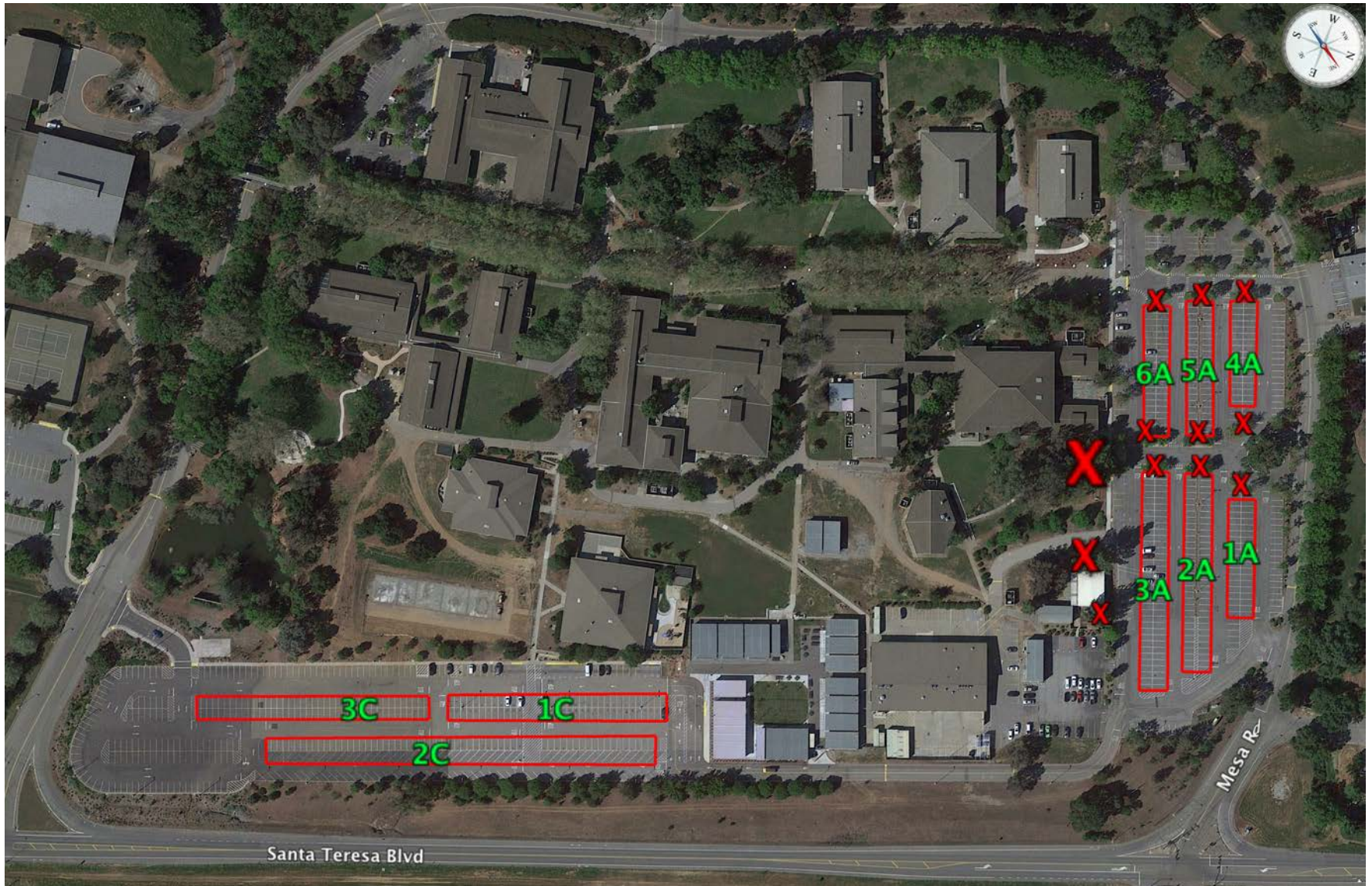


Figure 2. Illustrative Solar Procurement and Construction Schedule

Gavilan CCD Solar Project -- Illustrative Competitive Solicitation Schedule		
Tasks	Projected Start	Projected Finish
Competitive Solicitation and Procurement Phase -- ~7 months	Wednesday, October 19, 2016	Friday, May 12, 2017
District Committee & Board Approve Solar RFP Issuance	Wednesday, October 19, 2016	Tuesday, December 13, 2016
Retain Outside Legal Counsel, Obtain Form Contract for Inclusion in RFP	Wednesday, December 14, 2016	Friday, January 13, 2017
Prepare and Issue RFP	Wednesday, December 14, 2016	Monday, January 30, 2017
RFP Site Walk (1 day)	Monday, February 6, 2017	Friday, February 10, 2017
Solar Vendors Develop and Submit Proposals to District	Monday, February 13, 2017	Friday, March 10, 2017
Review, Screen, and Evaluate Proposals	Monday, March 13, 2017	Friday, March 17, 2017
District selects finalists for interviews	Friday, March 17, 2017	Friday, March 17, 2017
Interview Solar Vendors	Tuesday, March 21, 2017	Thursday, March 23, 2017
Selection Committee Reviews Final Proposals & Selects Winning Vendor	Friday, March 24, 2017	Thursday, March 30, 2017
Schedule Contract Negotiations	Thursday, March 30, 2017	Friday, March 31, 2017
Staff, Outside Legal Counsel, and CCLC Solar Manager Negotiate Contract with Winning Solar Vendor	Monday, April 3, 2017	Friday, May 5, 2017
Staff Prepares Board Packet with Contract and Resolutions for Board Meeting	Friday, April 28, 2017	Tuesday, May 2, 2017
Staff Posts Notice of Government Code Section 4217 Public Hearing	Tuesday, April 25, 2017	Tuesday, April 25, 2017
Board Approves Solar Contract & Holds Government Code Section 4217 Public Hearings	Tuesday, May 9, 2017	Tuesday, May 9, 2017
District and Solar Vendor Execute Contract	Wednesday, May 10, 2017	Friday, May 12, 2017
Design/Construction/Approval Phases -- ~7 months (assumes "quicker" solar vendor is selected; "slower" vendor could add 8 weeks)	Friday, May 12, 2017	Friday, January 5, 2018
Prepare and Issue Notice to Proceed	Friday, May 12, 2017	Tuesday, May 16, 2017
Design Solar System and Obtain DSA and Construction Permits (~11 weeks)	Friday, May 12, 2017	Friday, July 28, 2017
Pre-Construction and Construction to Substantial Completion (~14 weeks)	Monday, July 31, 2017	Monday, November 6, 2017
Utility Permission to Operate (PTO) Requirements Satisfied, Submitted to Utility, Utility Issues PTO (~4 weeks)	Monday, November 6, 2017	Monday, December 4, 2017
Punchlist and Final Completion (~4 weeks)	Monday, December 4, 2017	Friday, January 5, 2018

Figure 3. Historical California/PG&E Commercial Electricity Rate Increases: 1970 - 2015
Average of 5.4% Increase Per Year Since 1970

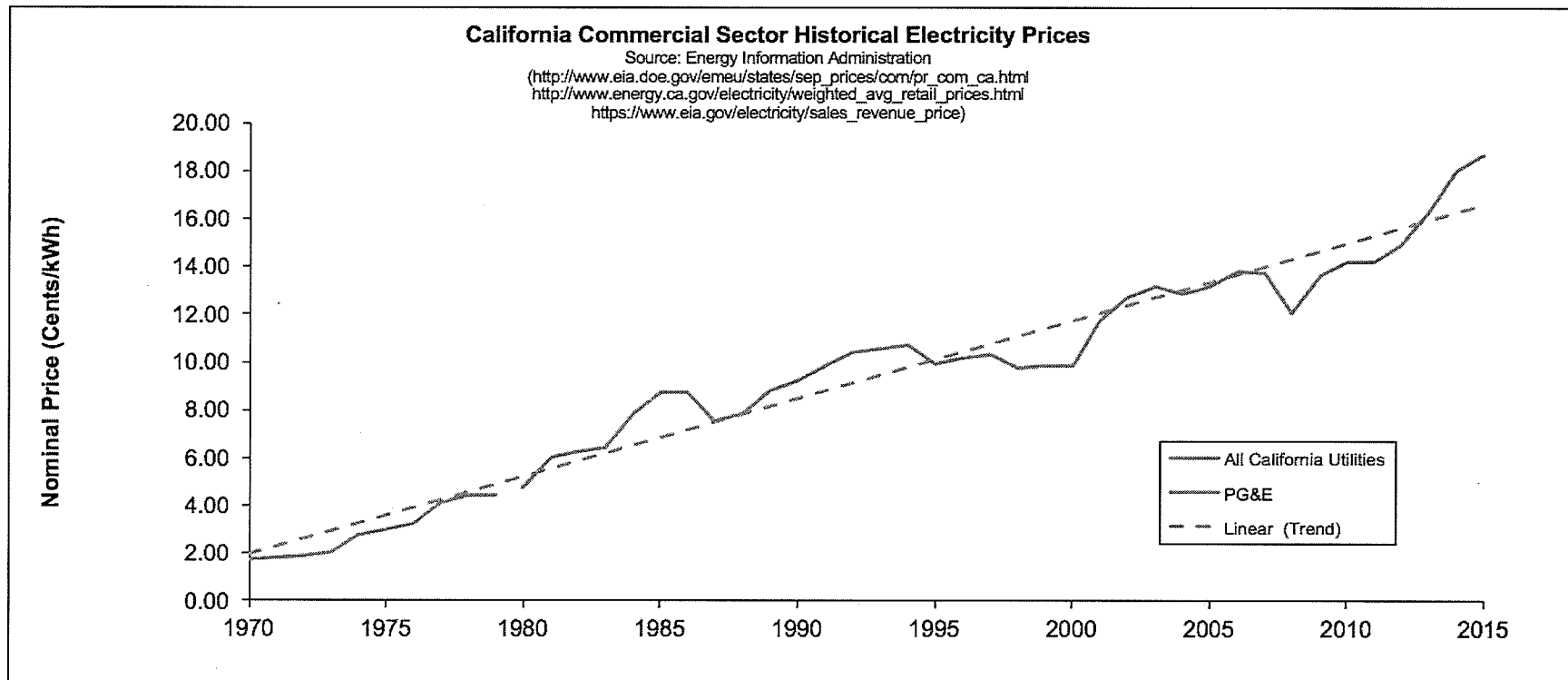


Figure 4. Illustrative Example of Solar PV Carports (from Solano Community College District)

