Gavilan Community College Initiatives
ADMINISTRATIVE SERVICES

INITIATIVE	PRIORITIZATION	ESTIMATED COST	FUNDING SOURCE	STATUS
LEADERSHIP: Vice President – Administrative Services				
Provide adequate staffing support and library security.	Safety Security	$45,000	Measure E	Planning
Implement a document process allowing for electronic signatures. Implement Banner Workflow	Operations Cost Savings	$50,000	Measure E	Implementation during 2009/2010
Evaluate use of all new and existing facilities, upgrade equipment, and implement improvements.	Education	$200,000	Measure E	Implementation in progress
Identify computer staff needs and recruit/hire as appropriate to meet the state TCO guidelines (*Improve response times and support for campus users. Note: See TCO Section, Appendix B, for detail on technical support initiatives.*)	Operations		GF	Some staff were hired, but still short of TCO standards
Continue funding for IT contract personnel with cost-effective measures in place.	Operations	$150,000	GF/Measure E	Ongoing costs depend upon the changing needs
Establish minimum technology competency levels for staff and faculty.	Operations	Committee Time	GF	Training is available but levels have not been established
Include the minimum technical competencies that are needed to do the job in the job announcement and apply those competencies during candidate selection.	Operations	Staff Time	GF	Planning
Complete library climate control project.	Operations	$600,000	Measure E	Budget
Provide air conditioning for computer laboratories and classrooms.	Operations	$1,500,000-$2,000,000	Measure E	In process
Acquire outdoor electronic message boards to display pertinent information about the college, placed in strategic areas for public viewing.	Operations			
Implement flat-screen "message boards" throughout the campus as a method to keep students, staff, & faculty abreast of events and important information.	Operations			In process