GAVILAN FACILITIES MASTER PLAN - DISTRIBUTION & REVISION PROCESS

1. Distribute copies of "Facilities Master Plan 2005 - DRAFT" to the following locations, after Staff Development Day, August 19, 2005:
   - Gavilan College - District Human Resources Building
   - Gavilan College - Campus Library
   - Gavilan College Centers - Morgan Hill & Hollister
   - Public Libraries
     - Gilroy
     - Morgan Hill
     - San Benito County


3. Public Informational Forums will be held on campus Tuesday, September 6th from 2:00 to 4:00 p.m. in Room SS214 and on Friday, September 9th from 9:00 to 11:00 a.m. in Room SS214. This will enable citizens/faculty/students to informally ask questions and hear constructive dialogue on aspects of the Plan, in preparation to submitting their formal, written feedback about the Plan.

   Note: Attendance at one of the Forums is not a requirement for providing feedback on the attached written form. All constructive suggestions are welcome.

4. All public and college comments shall be submitted (see attached form) by Friday, October 7, 2005 by 5:00 p.m. as follows:
   a) To Nancy Bailey using U.S. Mail at: Gavilan Joint Community College District, 5055 Santa Teresa Blvd., Gilroy, CA 95020 OR
      - Nancy Bailey's Mail box in the Campus Mail Room OR
      - Drop boxes located in the Library (at the front Desk) plus
      Switchboard/Receptionist (at Counseling Admissions & Records)

   b) Electronic e-mail to BFGC Architects: davec@bfgc.com

5. Public comments will be reviewed/evaluated by the Gavilan College Planning Team, who will make recommendations for approval to:
   - College Facilities/Safety/Grounds Committee
   - Board of Trustees Facilities Subcommittee.

   - Final Master Plan Approval/Adoption by the Board of Trustees is scheduled for Tuesday, November 8, 2005.
GAVILAN FACILITIES MASTER PLAN 2005 - DRAFT COMMENTS FORM

This FORM is to be used to submit ALL questions, comments or suggestions for change(s) to the Facilities Master Plan 2005 - DRAFT, dated August 9, 2005. This document is being circulated to Board, Administration, Faculty, Staff and Students on-campus, as well as the public-at-large, who voted to support Facilities Improvements at Gavilan College as Measure-E, March 2004. This document outlines process, product and expected outcomes from this Bond measure. There is, in addition to the normal Board and Administration involvement and oversight, a separate body - Citizens Oversight Committee, appointed by the Board ... that will be reviewing all Bond expenditures for conformance with ballot intent for the duration of Measure-E. This same form appears on the Gavilan Community College District’s Website...for electronic access/convenience.

Copies of the Master Plan can be viewed at: Gavilan College in the District Human Resources Building; Gavilan College Campus Library; Gavilan College Centers in Morgan Hill & Hollister; and at Public Libraries in Gilroy, Morgan Hill and San Benito County.

NAME (person submitting question/comment) ____________________________
(Required to permit follow-up response to each question)

BEST METHOD TO REACH PERSON SUBMITTING COMMENT (E-mail; Telephone (with Area Code); Fax or Address) ____________________________
(To permit follow-up responses to all questions/comments submitted)

TAB SECTION IN REPORT COMMENT RELATES TO: (Tabs 1 thru 9) ____________________________

PAGE NUMBER OR DIAGRAM/CHART: ____________________________

QUESTION/COMMENT: (Please type/print clearly),

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
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Note: One form may be used to submit multiple questions if they are EACH clearly referenced by Tab and Page Number.

All FORMS shall be submitted in writing no later than Friday, October 7, 2005 by 5:00 p.m. to:

1. To Nancy Bailey using U.S. Mail at: Gavilan Joint Community College District, 5055 Santa Teresa Blvd., Gilroy, CA 95020 OR
   • Nancy Bailey’s Mail box in the Campus Mail Room OR
   • Drop boxes located in the Library (at the front Desk) plus Switchboard/Receptionist (at Counseling Admissions & Records)

2. Electronic e-mail to BFGC Architects: davec@bfgc.com