

ANNUAL UPDATE QUESTIONS

I - MAIN

Overview

Academic Year: **2025-2026**

Originator : Annette Gutierrez

Division: Office of VP Administrative Services

Department: Basic Needs

II - CO-CONTRIBUTORS

- 1) Shannon Glasper
- 2) Ruth Lopez
- 3) Click or tap here to enter text.
- 4) Click or tap here to enter text.
- 5) Click or tap here to enter text.

III - ANNUAL UPDATE

On the [PIPR website](#), locate and review your previous program plan and subsequent annual updates. After reviewing, enter your previous goals below and provide and update.

Previous Goals:

1. Retention of students who utilize El Centro Services will increase by 1% each year

End of Year Goal Status: Complete

Please describe your status (No more than 200 words).

Access to El Centro basic needs services continues to demonstrate a strong correlation with student persistence and institutional equity goals. Students who utilized at least one El Centro service persisted at significantly higher rates than their peers who did not access services. We supported 1,934 unduplicated students in the 2024-25 academic year which is a 5.75% increase from FY24. According to precision campus students who access at least one basic need support persisted 14 percentage points higher than those who did not access services.

Previous Goals:

2. El Centro will increase outreach by 2% above baseline

End of Year Goal Status: Complete

Please describe your status (No more than 200 words).

The basic needs team has increased the total number of students supported by 5.7% from one year to the next. We hosted over 30 in person events, enhanced our webpage to be

user friendly, conducted over 10 virtual and in person classroom presentations, and participated in 8 community facing events to promote Gavilan College Basic Needs.

3. 80% of students served will be satisfied with El Centro services.

End of Year Goal Status: Complete

Please describe your status (No more than 200 words).

During the Fall 2025 term, El Centro conducted its first campus-wide satisfaction survey to assess service effectiveness and identify areas for improvement. A total of 204 responses were received. Of those, 87% were from students, with the remaining responses representing faculty, classified staff, administrators, and community members.

Participants were asked to evaluate El Centro staff on customer service, hours of operation, response time, knowledge, and whether services met their needs. Across all categories, more than 80% of student respondents selected “Agree” or “Strongly Agree,” reflecting a high level of satisfaction with both services and staff.

Respondents who selected ratings below “Agree” were invited to provide additional feedback. While the overwhelming majority expressed positive experiences, key themes for improvement included requests to extend evening hours, increase outreach and visibility of services, and expand the variety of food options available in the pantry.

Did you request the same resources the previous year? If so, what was the result? Has there been a significant change since your request? No

Copy and paste to Enter more than one Goal

New Goal (Optional) We will wait for the comprehensive PIRP

- **Goal (One Sentence Limit): Click or tap here to enter text.**
- Alignment to Strategic Goal Choose an item.
- Alignment to SLO or SAO (*Enter Department SLO or SAO that aligns to this goal*): Click or tap here to enter text.
- Describe the connection of Goal to Mission Statement, Strategic Plan and SLO/SAO Results: Click or tap here to enter text.
- Proposed Activity to Achieve Goal: Click or tap here to enter text.
- Responsible Party (One Sentence limit): Click or tap here to enter text.
- Timeline to Completion: Semester/Year: Click or tap here to enter text.
- How Will You Evaluate Whether You Achieved Your Goal (Two sentence Limit): Click or tap here to enter text.

Additional Comments:

We continue to assess student needs, access to services, and the critical role of basic

needs support in student retention, persistence, and overall success at Gavilan College. Last year, we identified the need for additional support to ensure regular operation of both the Hollister and Gilroy campus pantries. We are pleased to report that both positions are now filled as of Spring 2026, and we have extended evening hours at both campuses two days per week to increase accessibility for students. Leveraging partnerships with local food banks and one-time basic needs funding, we were able to offer a variety of pantry staples, as well as fresh snacks and food items, to better meet student needs. However, as we approach the end of our one-time funding, the high demand for services underscores the need to evaluate our sustainability. If additional funding is not secured, we may need to review the level of services provided, consider eligibility criteria, and explore prioritizing specific student groups to ensure continued support for those with the greatest need.

IV - RESOURCE REQUESTS

Copy and paste to add more than 1 requests

1. Request Name (short title): Direct services to students
2. Request amount: \$700,000
3. Type of Request: Non-Personnel
4. Alignment to Goal(s) in section XIII (*enter goal from above*) *Aligned with all three goals in addition to overall success and retention rates.*
5. Is this a one-time or ongoing expense? Ongoing
6. Category of Request

If Personnel is Selected in question 3, select from the following all that applies

- Full-Time Faculty ☐
- Part-Time Faculty ☐
- Faculty Special Assignment or Reassigned Time ☐
- Full-Time Classified Professional ☐
- Part-Time Classified Professional or Student Worker ☐
- Full-Time Manager, Supervisor, Confidential ☐
- Part-Time Manager, Supervisor, Confidential ☐
- Professional Experts ☐

If Non-Personnel is Selected in question 3 select from the following all that applies;

- Instructional Equipment ☐
- Instructional Software ☐
- Instructional Supplies, Materials and Textbooks ☐

- Non-Instructional Equipment ☐
- Non-Instructional Software ☐
- Non-Instructional Supplies and Materials ☒
- Professional Development ☐
- Travel and Conference ☐
- Professional or Contracted Services ☐
- Repairs and Maintenance ☐
- Other ☒

7. *The committee will separate goals with resource requests. Requests will be categorized into two groups: those to be ranked and those not ranked. The requests not ranked include Safety, Compliance, Personnel, and Position.*

Which of the following best describes your requests?

Supports students overall success, retention, and persistence at Gavilan College.

Choose an item.

8. Provide a complete description, justification, or rationale for the requested amount. Describe how it aligns to the selected goal(s) and your responses to the above questions. (300 words)

Gavilan College's basic needs support plays a critical role in student success, serving 1,829 students in FY25 and already 1,935 in FY26, a 5.7% increase. These services, including mini-grants, meal cards, and pantry support, directly address food insecurity and other basic needs barriers that can impede student retention, persistence, and completion. In FY25, the program spent \$154,418 on direct student support, in addition to \$450,000 provided by the district to sustain the meal card program.

As we enter FY27, one-time funds and carryover will be fully exhausted, leaving only \$25,000 for direct student aid, a shortfall of \$722,807. Without additional funding, the program will be unable to maintain current service levels, which could directly affect student access, retention, and academic success, ultimately undermining district equity and student outcomes.

We acknowledge the work by the Foundation to raise awareness and funds which we believe have reached approximately \$40,000 between prior and current efforts, which is fantastic. Investing in continued basic needs support is essential to ensure all Gavilan students have the resources they need to succeed and thrive, particularly those facing financial hardship. Housing support is not included as we receive a separate annual allocation that currently meets this need.

V - EXECUTIVE SUMMARY

Please provide a brief executive summary regarding program trends and highlights that surfaced in the writing of this report. Summarize, using narrative, your program goals for this year. Your audience will be your Peer Review Team, the program review Committee, President's Cabinet, Dean's Council, ASGC, Academic Senate, Budget Committee and Board of Trustees (300 words or less).

The Gavilan College Basic Needs Program provides critical support to students, addressing food insecurity, financial barriers, and other basic needs to promote retention, persistence, and academic success. During FY25, the program served 1,829 students, and in FY26 already served 1,935 students, a 5.7% increase demonstrating growing demand and the essential role of these services in supporting student success.

Key services include on-campus pantries at both Hollister and Gilroy, meal cards, mini-grants, supplemental food support, and housing support for students through the Homeless and Housing Insecure Program (HHIP), which is funded through a separate allocation. Leveraging partnerships with local food banks and one-time basic needs funding, students had access to a variety of pantry staples, fresh snacks, and other food items. Evening hours were also extended to two days per week at both campuses to increase accessibility for students with varied schedules.

Impact data underscores the effectiveness of these services: students who accessed El Centro basic needs services persisted at significantly higher rates than peers who did not. In Fall 2025, 79% of students utilizing services persisted to the following term, compared to 60% of students not accessing services; in Spring 2025, persistence was 71% versus 44% for non-participants. Satisfaction surveys indicate strong approval of services, with over 80% of student respondents rating staff, accessibility, and service quality as "Agree" or "Strongly Agree." Feedback highlighted opportunities for improvement, including extending evening hours, increasing outreach, and expanding pantry variety.

Despite these successes, the program faces sustainability challenges. One-time funding and carryover will be nearly exhausted entering FY27, leaving approximately \$25,000 available for direct student support, a shortfall of \$722,807 if additional funding is not secured. Without adequate funding, the program will be unable to maintain current service levels, potentially impacting on student access, persistence, and overall district outcomes.

Continued investment in the Basic Needs Program is essential to support equity, close opportunity gaps, and ensure all Gavilan students, including those experiencing food and housing insecurity, have the resources they need to thrive academically and personally.

VI - ATTACH FILES (optional)

If there is any additional information regarding your program that you will like to have uploaded, please attach it here.