Chabot-Las Positas Community College District
Chancellor's Council

Tuesday, November 10, 2026
3:00 p.m. to 4:30 p.m.
ConferZoom

Attendees:

☒ Ron Gerhard	☒ Dyrell Foster	☒ Rajinder Samra
☒ Mona Abdoun	☒ Heike Gecox	☒ Tyson Tieu (Zoom)
☒ Jamal Cooks	☒ Suzanne Kohler	☒ Chasity Whiteside
☒ Thomas Dowrie	☒ Ashley McHale	
☒ Phyllis Essandoh	☐ Osibisa Roseby	

Guests: Daniela Ballif, Jennifer Druley, Owen Letcher, Jeanne Wilson
Zoom: Tracey Coleman, Brian Goo, Dionicia Ramos, Kirti Reddy, Elsa Saenz, Michael Thompson

DRAFT MINUTES

Chancellor Ron Gerhard started the meeting at 3:03 p.m.

1. **Review and Approval of the November 10, 2026 Agenda**
   The agenda was approved as presented. **(McHale/Abdoun) All in Favor.**

2. **Approval of Minutes from the October 13, 2026 Meeting**
   The minutes were approved as presented. **(McHale/Kohler) All in Favor.**

3. **Information Items**

   3.1. **<u>District Data Integrity and Governance</u>**
   RGerhard provided a follow-up on the proposed reclassification of the existing Directors of Research, Planning, and Institutional Effectiveness to Vice Presidents of Research, Planning, and Institutional Effectiveness at each college. He shared that he had received some feedback since the October meeting and would be attending the Chabot Faculty Senate meeting later in the week to continue the discussion.

   Rajinder Samra expressed support for the proposal, noting that the need for improved data governance is evident across the district. He also acknowledged concerns regarding capacity and emphasized that the additional responsibilities would need to be implemented incrementally, with continued discussions regarding priorities and available resources. Since the proposal involves reclassifying existing positions rather than creating new ones, there would be no additional full-time equivalent positions associated with the change.

   RGerhard encouraged Council members to continue providing feedback and shared that the proposal would be presented at the November 17 Board of Trustees meeting at Las Positas College.

3.2. First Reading of Board Policies

RGerhard presented the following Board Policies for first reading:

- **BP 3775 Responsible Use of Artificial Intelligence**
  RGerhard explained that BP 3775 had been discussed at previous Council meetings and that the current draft incorporated much of the feedback received from constituency groups. He acknowledged that feedback from the Chabot Classified Senate had recently been received and was still being reviewed. He also clarified that some recommendations were more appropriate for inclusion in the accompanying Administrative Procedure rather than the Board Policy.

  Council members were encouraged to review the revised policy with their respective constituencies and provide any additional feedback before the December 8 meeting, when the policy is scheduled for second reading.

- **BP 5400 Associated Students**
  Regarding BP 5400, RGerhard explained that the proposed revision would allow the Board to authorize eligible community college student organizations to conduct meetings through teleconferencing in accordance with applicable state law. He noted that this was the only substantive change to the policy and that the revision was based on guidance from the Community College League of California.

3.3. First Reading of Administrative Procedures

RGerhard presented the following Administrative Procedure for first reading:

- **AP 5400 Associated Students**
  RGerhard presented AP 5400 Associated Students for first reading. He explained that the proposed revisions align with the changes to BP 5400 and address teleconferencing options for student organizations.

  Ashley McHale asked whether student organizations could choose to meet virtually on an ongoing basis or whether teleconferencing would be limited to individual meetings. It was clarified that student organizations have greater flexibility than bodies subject to the Brown Act's standard teleconferencing requirements.

  Council members were encouraged to review the procedure and provide feedback before the December meeting.

3.4. AP Artificial Intelligence Discussion

RGerhard presented a working draft of AP 3775, Responsible Use of Artificial Intelligence. He explained that the draft was developed using examples from other colleges and universities, along with feedback received from constituency groups during the development of BP 3775. The intent is to establish guidelines and expectations for the responsible use of AI throughout the district.

Rather than reviewing the entire document during the meeting, RGerhard proposed forming an AI Steering Committee consisting of representatives appointed by the constituency groups represented on Chancellor's Council. The committee would review the draft, recommend revisions, and help develop a procedure that reflects the district's values, needs, and expectations regarding AI.

Council members discussed the committee's composition, including the importance of having representation from different academic disciplines, classified professionals, administrators, and students. RGerhard explained that each constituency represented on Council would be invited to appoint a representative. Additional subject matter experts could be invited to participate in specific discussions without becoming permanent committee members.

A question was raised regarding whether committee meetings would be open to others who wished to attend. RGerhard indicated that they should be open and that the committee would determine its meeting schedule and leadership.

MAbdoun asked about the availability of Google Gemini through the statewide agreement negotiated by the California Community Colleges Chancellor's Office. RGerhard explained that while the district has the ability to enable Gemini through its Google accounts, it has not done so because policies, procedures, and appropriate safeguards have not yet been established. He noted that the district has provided training using ChatGPT as an example platform but has not selected a districtwide AI platform.

RGerhard explained that the development of AP 3775 would help establish the necessary guidelines before considering a districtwide platform. A future group, which could include members of the steering committee, would then evaluate available AI platforms and make a recommendation, taking into consideration data security, privacy, and institutional needs.

A student representative asked what type of student input would be most helpful to the committee. RGerhard explained that students would be asked to review the proposed procedure from their perspective, identify areas that may not address student needs, and recommend additional language where appropriate.

The goal is for the committee to complete its work by the end of the spring 2027 semester, after which the draft would return to Chancellor's Council for review and the formal first and second reading process. RGerhard shared that an email would be sent requesting constituency appointments and that periodic updates would be provided at future Council meetings.

4. Action Items

4.1. Second Reading of Board Policies

RGerhard presented the following six Board Policies for second reading:

- **BP 6250 Budget Management**
- **BP 7210 Academic Employees (Faculty Members)**
- **BP 7230 Classified Employees**
- **BP 7240 Confidential Employees**
- **BP 7250 Educational Administrators**
- **BP 7260 Classified Administrators**

RGerhard explained that five of the six policies were related to Human Resources, while BP 6250, Budget Management, had previously been reviewed through the district's Planning and Budget Committee.

No additional questions or feedback were raised.

A motion was made to move the policies forward to the Board of Trustees for approval. **(Cooks/Essandoh) All in favor.**

4.2. Second Reading of Administrative Procedures

RGerhard presented the following Administrative Procedures for second reading:

- **AP 7126 Applicant Background Checks**

- **AP 7240 Confidential Employees**
  A Council member asked for clarification regarding the definition of a confidential employee. It was explained that confidential employees support administrators who work directly with labor relations and negotiations. These positions include certain employees in Human Resources and administrative support positions within the Chancellor's Office and college President's Offices. Due to the nature of their work involving confidential labor relations information, these employees are excluded from the SEIU bargaining unit.

No additional questions or feedback were raised.

A motion was made to move all three administrative procedures forward for Board review. **(Dowrie/Abdoun) All in favor.**

5. District and College Resolutions / Report Outs

5.1. Report Out from the Senates and Unions

Ashley McHale, LPC Academic Senate President: Reported that the two resolutions related to AB 1705 were approved at the ASCCC Fall Plenary Session. She also shared that the Senate recently held a discussion regarding students' First Amendment rights, which included several public comments.

The Senate approved changing the Low Textbook Cost (LTC) designation to $30 or less to align with the California Community Colleges Chancellor's Office statewide standard. Faculty who expressed concerns about the change were encouraged to explore available Open Educational Resources (OER) as alternatives to expensive textbooks. AMcHale also shared that the Senate is actively fundraising to support student scholarships and Classified Appreciation Day in the spring. The Senate's task forces reported on SMART goals related to responsible AI use in classrooms, accreditation standards, the feasibility of First-Year Experience cohorts, Student Educational Plan (SEP) classroom connections, and supporting DEIAB practices.

Lastly, AMcHale reported that Las Positas College hosted the Alpha Gamma Sigma Honor Society Northern California Regional Conference, which brought together 110 participants from across Northern California, including students from Chabot College.

Mona Abdoun, Chabot Faculty Senate President: Reported that the Faculty Senate would be considering several items at its upcoming meeting, including a resolution to establish the low textbook cost designation at $30 or less and a resolution supporting proctoring centers. The goal is to work with LPC colleagues on a joint resolution regarding proctoring centers.

She also shared that the Senate would be considering AI guidelines and best practices for faculty and students, including the use of AI in classrooms, AI detection software, and recommendations for future district and college actions.

MAbdoun expressed concerns regarding faculty representation and participation in the planning process for Chabot's new College Center. She stated that the Faculty Senate had experienced challenges appointing representatives to the planning groups and questioned whether faculty had been provided sufficient opportunities to participate in decisions regarding student spaces.

She also raised concerns about the proposed sizes of spaces for Umoja, Puente, and other affinity groups, explaining that these spaces provide more than gathering areas and often support counseling, onboarding, academic assistance, and student engagement. She specifically noted concerns regarding El Centro and the need to provide appropriate spaces for students.

MAbdoun requested greater transparency regarding the planning process, how decisions are being made, and what opportunities remain for meaningful faculty, classified professional, and student input before the design is finalized.

Tyson Tieu, LPC Student Government President: Reported that the Student Senate recently reopened its bylaws for review due to concerns regarding their constitutionality. A special meeting was scheduled for November 11 to begin drafting a resolution addressing the bylaws. The goal is to complete the revisions and bring the resolution forward for approval before the end of the fall semester.

Phyllis Essandoh, Chabot Student Senate President: Reported that the Senate currently has 19 of its 20 positions filled and is continuing to onboard new members. Approximately 16 senators have completed the onboarding process.

The Senate is also planning student activities and working to increase cultural representation and engagement on campus. Members are considering ways to recognize South Asian students and are focused on building relationships and encouraging participation among students.

Thomas Dowrie, Chabot Classified Senate President: Shared appreciation for the upcoming DEIAB training opportunities scheduled for December 1 and 7 and thanked district Human Resources for its work in coordinating the training.

6. **Future Agenda Items**
   RGerhard encouraged Council members to submit any future agenda item requests to him or Kelly Costello.

   No additional future agenda items were identified.

7. **Adjourn the November 10, 2026 Meeting**
   The meeting was adjourned at 3:45 p.m.

The next Chancellor's Council meeting will take place on December 8, 2026, via Zoom.