



**Governing Council Attendance:**

<input checked="" type="checkbox"/> Chasity Whiteside, President	<input type="checkbox"/> Vacant, Payroll & Human Resources
<input checked="" type="checkbox"/> Roseann “Ro” Renzullo, Vice President	<input type="checkbox"/> Vacant, Accounting & Purchasing
<input checked="" type="checkbox"/> Rachel Ugale, Treasurer	<input type="checkbox"/> Vacant, Educational Services & Student Success/EDCE
<input type="checkbox"/> Vacant, Activities Coordinator	<input type="checkbox"/> Vacant, Chancellor's Office, PRMG & ITS

**Members Present:** Cathy Gould, Janet Malski, Peter MacDonnell, Uma Nadkarni, Patrick Chappell, Amabella Camins

**MINUTES**

**1. Welcome/Call to Order**

The meeting was called to order at 12:01 PM.

**2. Approval of Agenda**

Members were invited to suggest additions or revisions to the agenda, including any needed changes to the order of items. No changes were requested, and the agenda was approved by general consent.

**3. Approval of Minutes**

Draft minutes from the November 13, 2025, January 15, 2026, and February 12, 2026 meetings were reviewed. Members were reminded that all members present may participate in approval of minutes. The November minutes were reviewed first and approved unanimously with no objections or abstentions. The January minutes were reviewed next and, with no corrections, objections, or abstentions, were approved by general consent. The February minutes were then reviewed and approved unanimously with no corrections, objections, or abstentions. Approval of these minutes brought the Senate’s meeting records current through the February meeting.

**4. Discussion / Decision Items**

**4.1 Board Policy and Administrative Procedure Review**

An overview was provided of the Board Policy and Administrative Procedure review process. The review process details, including prior guidance from Kelly, have been posted for members who would like additional background on how items move through Chancellor’s Council and how Senate feedback is gathered. Current Board Policies and Administrative Procedures were presented to Chancellor’s Council for first reading on March 10, 2026, and are scheduled to return for second reading on April 14, 2026. Members were encouraged to review the linked documents and provide feedback before second reading.

It was noted that policies and procedures under review are posted with track changes when revisions are proposed, allowing members to distinguish prior language from proposed updates. The Senate President shared that items with direct impact on District Services classified professionals will be highlighted for more detailed Senate discussion when needed. No current item was specifically flagged by the President for detailed review, but members were encouraged to review the materials and raise any concerns.

A question was raised regarding BP 4010 Academic Calendar, specifically language related to flexible calendar days for professional learning activities. Discussion focused on whether proposed revisions connected to the compressed calendar or changes to college flex days could affect District Services' ability to develop its own professional development or flex-day-style programming. The Senate President agreed to seek clarification prior to the next Council discussion and to bring the matter back to the Senate if the language may limit future professional development options. The possibility of sending separate email reminders to the membership when BP/AP review materials are posted was also discussed.

#### **4.2 Senate Elections – Nomination Form and Timeline**

The Elections Committee will use a Microsoft online form to collect nominations. The form is expected to be distributed the following week and will include the nomination and voting timeline. Members may nominate themselves or a colleague. Individuals who are nominated will be contacted to confirm whether they accept the nomination before their names are placed on a ballot.

The positions identified for nomination include Activities Coordinator and Senator positions representing Payroll and Human Resources; Accounting and Purchasing; Educational Services, EDCE, TVCC, OSHA, and related areas; and Chancellor's Office, PRMG, and ITS. It was clarified that members are expected to officially serve in one elected role at a time. If the Activities Coordinator position remains vacant, the Senate may discuss how to share or support those responsibilities.

The need to update the Senate Constitution was also discussed. The current structure does not fully reflect the present organization of District Services, including Facilities and Maintenance and Operations. Filling vacant positions will help ensure broader representation and support future work to update the Constitution to better align with current district operations.

#### **4.3 Professional Development / Training**

##### **4.3.1 AI Training Participation and Interest Form Results**

Results from the AI Training Participation and Interest Form were reviewed. The form was sent to 130 District Services employees, including Facilities and Maintenance and Operations staff, and received 36 responses, resulting in a 28 percent response rate. Of those who responded, 17 percent reported having attended district-offered AI training, while 83 percent had not participated or had not been provided an opportunity to participate. Current demand for training was strong, with 89 percent of respondents indicating interest in attending future AI training.

Themes from the responses included a desire for clearer AI policy, district direction, and expectations; questions about long-term impacts, including possible job displacement; concern that earlier training opportunities may have been limited to certain roles; and a desire for broader access across job titles. Respondents also requested practical, role-specific training, including hands-on applications, real-world use cases, and system-specific examples such as Banner.

The Senate recommendations from the results are to expand access to all employee groups, communicate clear AI policy and strategy, deliver practical role-based training, and offer flexible training formats. Flexible formats may include in-person sessions at multiple work locations, online options, recorded sessions, and on-demand opportunities. The results and recommendations will be shared with Chancellor Gerhard.

##### **4.3.2 Open Discussion**

Discussion continued regarding professional development and the need for clear district guidance before expanded AI training is implemented. Members discussed the importance of understanding not only how to use AI tools, but also when their use is appropriate, how data privacy and ethical considerations will be addressed, and how AI may affect daily work. There was interest in training that goes beyond general demonstrations and helps employees understand practical applications, limitations, and risks.

Updates were shared regarding the Partnership Resource Team visit related to AI and institutional planning. The Senate President participated in discussions with the team and noted that additional information and a more complete summary will be brought back at a future meeting. Members expressed interest in understanding how recommendations will translate into specific opportunities for District Services classified professionals, especially because District Services does not currently have the same professional development infrastructure as the colleges.

Members discussed the need for training at different levels, including introductory AI 101 sessions, practical use cases for employees who work regularly with technology, and accessible formats for staff who may not work at a desk or use a computer throughout the day. It was also suggested that training be offered at multiple locations, including sites such as TVCC and OSHA, rather than requiring all employees to travel to the District Office.

Concerns were raised regarding job security and the need for clear communication from district leadership about the relationship between AI implementation and classified positions. Discussion also noted that some contract-related protections may not apply to confidential or supervisory employees who are part of the Senate membership but not covered by the SEIU agreement. The Senate President will include these concerns in feedback to district leadership and bring back additional information regarding policy development, the Partnership Resource Team recommendations, and future AI training.

## **5. Report-outs**

### **5.1 SEIU**

An update was provided that the SEIU contract has been ratified by members and approved by the Board of Trustees. A link to the posted contract changes was shared with members. Discussion included questions about salary-increase language tied to review of apportionment and enrollment reporting, as well as the district's improved enrollment position and transition off Hold Harmless. SERP planning and final participation numbers were also noted as factors that may continue to inform the district's overall budget picture. Members expressed appreciation for the work of the negotiating team, union leadership, and employees who participated in the process. Discussion also returned briefly to AI-related language and job security. It was clarified during the meeting that contract language applies to employees covered by the SEIU agreement, whether or not they are dues-paying members, but does not cover confidential or supervisory employees. Members noted that broader district policy and communication will still be important for all classified professionals represented by the Senate.

### **5.2 Committees: PBC, DEMC, TCC, Facilities, Chancellor's Council**

The Technology Coordinating Committee last met in March. Updates included continued questions about district AI policy, which is still moving through district leadership. Committee members have expressed the need for policy guidance sooner rather than later, particularly because AI tools are already accessible in some workplace environments. The committee is also reviewing Board Policies and Administrative Procedures and continuing to clarify the difference between districtwide technology issues and campus-specific technology issues. Members were encouraged to submit help tickets when unsure, so the appropriate technology area can assist.

The Technology Coordinating Committee is also continuing work related to the IT Strategic Plan. Surveys are expected to roll out in April, and the plan may move toward a shorter planning cycle because technology changes rapidly. Additional confirmation will be provided at a future meeting.

Planning and Budget Committee and District Enrollment Management Committee updates focused on Student Centered Funding Formula metrics, enrollment, and supplemental reporting. Discussion emphasized the importance of reporting all eligible financial aid, degrees, certificates, and related metrics that support district funding. Enrollment remains strong, and the colleges are continuing work to maintain the district's improved funding position following the transition off Hold Harmless.

Chancellor's Council continues to focus on Board Policy and Administrative Procedure review. A Facilities Committee update was received but deferred due to time.

#### **6. Future Agenda Topics**

Future agenda topics will include continued discussion of professional development and training, AI training access, AI policy development, the Partnership Resource Team visit and recommendations, Senate elections, and follow-up on Board Policy and Administrative Procedure review items.

#### **7. Good of the Order**

No additional items were raised for the good of the order.

#### **8. Adjournment**

The meeting was adjourned at 1:03 PM. The next meeting is scheduled for May 14, 2026.