



## Chabot-Las Positas Community College District

### Chancellor's Council

Tuesday, December 9, 2025

3:00 p.m. to 4:30 p.m.

ConferZoom

#### Attendees:

<input checked="" type="checkbox"/> Ron Gerhard	<input checked="" type="checkbox"/> Heike Gecox	<input checked="" type="checkbox"/> Aubrie Ross
<input checked="" type="checkbox"/> Mona Abdoun	<input checked="" type="checkbox"/> Naomi Mangini	<input checked="" type="checkbox"/> Chasity Whiteside
<input checked="" type="checkbox"/> Jamal Cooks	<input checked="" type="checkbox"/> Ashley Young	<input checked="" type="checkbox"/> Jeanne Wilson
<input checked="" type="checkbox"/> Thomas Dowrie	<input checked="" type="checkbox"/> Theresa Pedrosa	
<input checked="" type="checkbox"/> Dyrell Foster	<input checked="" type="checkbox"/> Osibisa Roseby	

**Guests:** Jamal Cooks, Bruce Griffin, Owen Letcher, Elsa Saenz, Michael Thompson

#### **DRAFT MINUTES**

Chancellor Ron Gerhard started the meeting at 3:00 p.m.

#### **1. Review and Approval of the December 9, 2025 Agenda**

The agenda was approved as presented. **(Ross/Pedrosa) All in Favor**

#### **2. Review and Approval of the November 11, 2025 Meeting Minutes**

The minutes from the November 11, 2025 meeting were approved as presented. **(Young/Pedrosa)**

#### **3. Information and Discussion Items**

##### **3.1. AI Training**

Ron Gerhard mentioned that this fall, we launched a district wide initiative. The purpose of it is to begin to expose AI to our employees, starting with our Senior Leadership Team, Administrators, Assistants, Faculty and Classified Senates. We are working with a contracted group for professional development and another group, Our Media, that is working at a statewide level.

Currently, some of our leadership at the colleges are working directly with Our Media to roll out student and faculty panel discussions at the colleges' flex days that are coming up in February and in March. On the heels of that, we will be more broadly opening up the AI 101 3-hour session that we have been doing much of the fall. Stay tuned as we do not have dates on the additional sessions at this moment. This effort is supported by a grant that we received through the IEPI initiative through the rest of the academic year.

Aubrie Ross wants to make sure we keep in mind our classified professionals. RGerhard stated that as was talked about in previous conversations, that is also front of mind as well. The needs of classified professionals are taken into consideration on these professional development opportunities that will happen in spring.

RGerhard mentioned that the scheduling of the trainings would be done to provide the greatest opportunity for participation for classified professionals, faculty, and administrators. Chasity Whiteside added a reminder to circle back with district services general staff so they can also be provided the training.

Mona Abdoun mentioned there was one session with Tara (Our Media). She asked if there is a plan that these sessions continue? RGerhard stated that we were waiting to see if we got the funding grant to see how expansive this would be in spring. Tara reached out to get more student names and will likely reach back out in January.

Ashley Young mentioned that the AI training showed some good comparisons of what AI is like and suggested that it may be even more effective as a keynote. The student panel really applies mostly to faculty and students, and suggested that the training portion would be good for everyone to hear about the general basics of AI and how we already use it in the world.

ARoss advocated for the district services classified professionals to be invited to flex day as well. Chasity mentioned that leaders were invited, but were not available. RGerhard stated that we are looking at doing training specifically for classified professionals at the district office. The training for IT programmers and staff may be a bit different as well.

Michael Thompson stated that he thinks it is important that the voice of leadership be heard about what a big issue this is. He has heard from colleagues about how disruptive this technology is both good and bad, but has not heard that from the top. There might be a need for some kind of infrastructure around this. There are a lot of complicated decisions that have to be made. There are a lot of issues that go beyond a three-hour training and asked how are we navigating those complicated issues. Some kind of structure needs to be put into place. RGerhard stated that everyone would agree. The main objective of this professional development is to set the pillars and the framework to do exactly what it being suggested. It would be in all of our best interests to have a common understanding of what AI is and what it is not so that we can frame informed conversations about policy development and other key decisions that would come after we establish policies related to acceptance or appropriate permissible uses of AI not only in the classroom, but also in terms of use in the workplace for administrators and classified professionals.

### **3.2. Enrollment Update / Winter Intersession Update**

RGerhard stated that students seem to be responding very favorably to winter intersession. As of last week, based upon 31 primary sections for Chabot, we are generating about 112 FTES and that is about 5.5 FTEF. Our average class sizes right now are above 35, close to 40, students per section. In terms of productivity, it is over 20 for Chabot. Las Positas had about 34 sections, generating 141 FTES, with productivity at almost 22. Their average class size is nearing 34 to 40 students.

Coming into winter intersession, we had somewhat tempered expectations in terms of how students would be receiving this, but we can clearly see from the enrollments that

winter intersession has been well received by our students and exceeding our expectations. Districtwide, we are a little shy of 260 FTES and were still two weeks out from instruction.

MAbdoun stated that the numbers are really good, but some students are taking multiple winter sections. When we start to see students taking more, we also want to make sure they are also able to succeed. Is there a way to raise students' awareness that taking multiple classes in a three-week period is difficult?

President Foster stated that 76% of the students are enrolled in one section and 24% are enrolled in two sections. RGerhard stated that it is capped at no more than two sections at both colleges. MAbdoun stated that it is good to know that there is a cap at two sections. Even two might not be possible, but at least cap at two is a good.

Jeanne stated that there is a winter intersession website that includes all of the contact information for students to get support and during that one week that the college is closed, who they can contact.

### **3.3. Compressed Calendar Update**

RGerhard mentioned that this is still on track for a fall 2026 launch. The schedules have been rolled and are with the schedulers.

## **4. Board Policies and Administrative Procedures**

### **4.1. First Reading of Board Policies**

The following board policies are brought forward for a first reading.

**4.1.1. BP 7342 Holidays**

**4.1.2. BP 7345 Catastrophic Leave Program for Unrepresented Employees**

**4.1.3. BP 7346 Employees Called to Military Duty**

**4.1.4. BP 7347 Family Medical Leave**

**4.1.5. BP 7350 Resignations**

**4.1.6. BP 7370 Political Activity – Employees**

**4.1.7. BP 7381 Health and Welfare Benefits**

**4.1.8. BP 7385 Salary Deductions**

**4.1.9. BP 7510 Domestic Partners**

**4.1.10. BP 7800 Faculty, Managers, Trustees, and Staff Emeriti**

**4.2. First Reading of Administrative Procedures**

The following administrative procedures are brought forward to council for a first reading.

**4.2.1. AP 7343 Industrial Accident and Illness Leave**

**4.2.2. AP 7345 Catastrophic Leave Program for Unrepresented Employees**

**4.2.3. AP 7346 Employees Called to Military Duty**

**4.2.4. AP 7370 Political Activity – Employees**

**4.2.5. AP 7371 Personal Use of Public Resources**

**4.2.6. AP 7510 Domestic Partners**

**4.3. Second Reading of Board Policies**

There are three board policies up for a second reading.

ARoss asked if any of these should be placed on hold since we are currently in the midst of contract negotiations and may need changes. Kelly Costello mentioned that, although she does not want to speak for VC Jennifer Druley, it was discussed before bringing them to council that she felt that these ones would not be affected by contract negotiations. We currently have quite a few on hold at the moment that could be affected by changes in contract language. RGerhard stated that we also track each time these policies and procedures are reviewed and for accreditation purposes, some of these moving forward need to be reviewed, even if we will need to bring them back in a year's time.

**4.3.1. BP 7140 Collective Bargaining**

**4.3.2. BP 7232 Classification and Classification Review**

**4.3.3. BP 7245 Confidential and Supervisory Employee Complaints**

**4.3.4. BP 7265 Management Personnel Complaints**

**4.3.5. BP 7270 Student Workers**

**4.3.6. BP 7335 Health Examinations**

MAbdoun asked if health examinations are standard across the board and if not, what would make us require a physical examination from one person versus another one. RGerhard stated that it is his understanding that additional examinations may be required to ascertain physical or mental conditions or even more generically, if there are concerns with an employee's ability to function and

do their job. Then from an HR perspective, it would kick off a process to determine if the district can reasonably accommodate the employee.

#### **4.3.7. BP 7337 Fingerprinting**

#### **4.3.8. BP 7341 Professional Development Leave (Administrative)**

There was a motion to approve the board policy second readings. **(Pedrosa/Dowrie) All in favor.**

### **4.4. Second Reading of Administrative Procedures**

#### **4.4.1. AP 7125 Verification of Eligibility for Employment**

MAbdoun mentioned that this procedure states that we retain forms for at least three years for persons it does not hire. RGerhard stated that this is best practice. There are occasions that applicants are unhappy that they are not hired and challenge the work of the hiring committee. This is one reason, among a few, why we retain them is to protect our district.

#### **4.4.2. AP 7215 Academic Employees: Probationary Contract Faculty**

MAbdoun asked about one of the options shown on the bottom of the first page, in the paragraph that states, "If a contract employee is working under this/her/their second contract, the Board, at its discretion, shall elect one of the following alternatives: ...employ the contract employee as a regular employee for all subsequent academic years." Is this different from tenure? Heike Gecox mentioned that we have non-tenured faculty. RGerhard stated that we do, but not many.

#### **4.4.3. AP 7233 Claims for Work Out of Classification**

#### **4.4.4. AP 7270 Student Workers**

#### **4.4.5. AP 7330 Communicable Disease**

#### **4.4.6. AP 7336 Certification of Freedom from Tuberculosis**

#### **4.4.7. AP 7337 Fingerprinting**

#### **4.4.8. AP 7341 Professional Development Leave (Administrative)**

MAbdoun asked if there are any faculty or classified professionals on the sabbatical committee. It may be useful to have folks besides administrators to review the application. They may see things that other administrators are not seeing or ask certain questions. HGecox mentioned that it is a faculty driven committee, although the VPs of Academic Services are part of the membership. All projects are reviewed by faculty and are approved by faculty.

There was a motion to approve the board policy second readings. (**Pedrosa/Gecox**) All in favor.

## 5. District and College Resolutions / Report Outs

**Heike Gecox, Faculty Association President**, gave an update that the Faculty Association is hoping that faculty will have a new contract by the end of this afternoon. RGerhard thanked the FA and their leadership team.

**Ashley Young, Las Positas College Academic Senate President**, gave a quick report. Faculty are finishing up their scholarship fundraiser for scholarships and classified appreciation day and raised over \$2000. They are also hard at work at surveying faculty if they have concerns about retributions from students or from the community.

**Theresa Pedrosa, Chabot College Student Senate President**, gave an update that they are working on updating the non-smoking policy and will send suggested updates after the winter break.

**Mona Abdoun, Chabot College Faculty Senate President**, mentioned that the Senate is considering doing some faculty forums on AI a few times a semester or once a month to give faculty members a space to talk about AI. Faculty are a bit alone in talking about fraudulent enrollments and its implications. Also working on creating a scholarship for students. There were some discussions about apprenticeships earlier this semester. There are concerns on how faculty are selected, how that affects their work, compensation and just the overall process. It was also mentioned that there is a new law on burden free instructional materials and it was asked if there is a plan for a board policy or administrative procedure to come forward to council. RGerhard mentioned he would check into it.

Thomas Dowrie, Chabot Classified Senate President, mentioned the Senate has worked on a newsletter to inform their constituents of what is going on because about 85% of classified professionals do not make it to the Classified Senate meetings.

## 6. Future Agenda Items

- Apprenticeships

## 7. Adjourn

The meeting was adjourned at 4:04 p.m.

The next meeting is scheduled for February 10, 2026 in person at the district office.