



Chabot-Las Positas Community College District

Chancellor’s Council

Tuesday, February 11, 2024

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

ConferZoom

Attendees:

<input checked="" type="checkbox"/> Jonah Nicholas for Ron Gerhard	<input checked="" type="checkbox"/> Dyrell Foster	<input checked="" type="checkbox"/> Theresa Pedrosa
<input checked="" type="checkbox"/> Mona Abdoun	<input checked="" type="checkbox"/> Joel Gagnon	<input type="checkbox"/> Osibisa Roseby
<input checked="" type="checkbox"/> Joanne Bishop-Wilbur	<input checked="" type="checkbox"/> Heike Gecox	<input checked="" type="checkbox"/> Aubrie Ross
<input checked="" type="checkbox"/> Jamal Cooks	<input checked="" type="checkbox"/> Ashley McHale	<input type="checkbox"/> Chasity Whiteside
<input checked="" type="checkbox"/> Virginia Criswell	<input checked="" type="checkbox"/> Angelo Mercado	

Guests: Jennifer Druley, Theresa Fleischer Rowland, Zoom: William Kossow, Kirti Reddy, Elsa Saenz

MINUTES

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

1. Review and Approval of the [February 11, 2025 Agenda](#)
The agenda was approved as presented. **(Ross/McHale) All in favor.**

2. Review and Approval of the [December 10, 2024 Meeting Minutes](#)
The minutes from the December 10, 2024 meeting were approved as presented.
(Ross/Pedrosa) All in favor.

3. Information and Discussion Items

3.1. Budget Update

Jonah Nicholas gave a brief update on the governor’s Proposed Budget for 2025-26. On January 10, the governor released his Budget Proposal and there were quite a few reductions. A Cost of Living Adjustment of 2.43% is being proposed. Under the interpretation of hold harmless, it will not generate additional dollars for the district.

There is a lot of one-time money being proposed in the area of technology. \$168 million for statewide technology transformations. \$100 million dollars to scale up credit for prior learning.

Academic Year 2025-26 is the first year without hold harmless so our total computational revenue will no longer received COLAs unless we, through the Student-Centered Funding Formula, generate more dollars than our hold harmless number. We do not anticipate doing that. We will not know with certainty until 2025-26 when we see our enrollment numbers.

The COLA does get applied to our budget allocation model, but it is simply that even with the application of the COLA, the dollars that we generate through the SCFF does not exceed our hold harmless amount. We have to wait for the COLAs to catch up to us before we are actually going to get any additional revenues.

After the January Budget Proposal, the next steps include a May Revision which will include a lot more detail than the budget proposal. The Final Budget will be enacted by June 15, otherwise the legislators do not get paid.

Mona Abdoun asked if the technology money could be used to include A.I. training, software, etc. JNicholas stated that the January proposals lack a lot of the details that will come out in the May Revision. Aubrie Ross asked if this money will be ongoing or one-time. JNicholas stated that the \$168 million for technology is all one-time and the vast majority of the \$100 million dollars is almost all one-time funding. ARoss asked if there is a way to use it towards fraud. It was noted that the state has a stake in preventing fraud.

MAbdoun mentioned that it has been heard that Peralta is thinking about closing down one of their campuses and there is concern that would happen to our district. JNicholas stated that Peralta is a district that is roughly our size and they have four colleges. The College of Alameda is extremely small and if it came online today would probably be considered a center. Our district is not in the same position. Our smaller college has roughly 7000 FTES. JCooks mentioned that Peralta kept a majority of enrollment online and initially felt good about it, but they are now seeing that it has caused some challenges.

4. Board Policies and Administrative Procedures

4.1. First Reading of Board Policies

JNicholas presented the following board policies for a first reading.

4.1.1. BP 2200 Board Duties and Responsibilities

Kelly Costello mentioned that this policy has already gone through council for a first reading, but there was a question regarding using the word “citizen,” which was provided as language from the latest League update. The Chancellor’s Office ran it by legal and it was decided to change it to “constituents.” The policy went back through Faculty Senate before bringing it back to council. There are previous changes that have already been reviewed by council, but the additional change is the word “citizens” to “constituents.”

4.1.2. BP 5510 Off-Campus Student Organizations

Theresa Fleischer Rowland stated that this policy and its corresponding procedure were run through both colleges. The policy updates show recommended wording from the League to keep us connected to legal mandates and changes in policy and regulation. They were both reviewed with the directors of Student Life.

MAbdoun asked if there are any off-campus student organizations.

TFleischerRowland mentioned not owned or controlled by student organizations, but there is a clause at the end that says, “off-campus locations used to support the district’s educational purpose.” An example would be if the student government

may have a pizza get together off campus. This policy and procedure were cover us in those situations.

4.2. First Reading of Administrative Procedures

The following administrative procedures were presented for a first reading.

4.2.1. AP 4300 Field Trips and Excursions

This administrative procedure was previously approved by council during its second reading at the November meeting, but it is back. There was a request from the colleges to bring it back to allow more time under class 3 and class 4 field trips. The portion that was changed is as follows: “*Preparing and submitting the college Field Trip Request Form at least ~~one month~~ six weeks prior to the date of the trip...*” The extended time ensures the final signature has the form in advance of the field trip date. In practice, the one-month time period was too short to circulate.

Aubrie Ross asked if there is a reason for this change. TFleischerRowland stated that there are successive signatures that need to happen so if it originates in a certain office, and has to go up through signatures, delays can happen. It was also asked if class 4 trips could be extended longer than 6 weeks. TFleischerRowland stated that this is the first reading and should be brought back to your constituency groups and bring back recommendations.

Angelo Mercado stated that it seems like these parameters are for academic field trips. In terms of student life, there are a lot of clubs that actually travel out of the district area. How would it work to add more language to help guide advisors as well? TRowland stated that this is inclusive. Ashley McHale mentioned that her understanding is whether it is student services or academic services, sponsored field trips essentially run the same. AMercado mentioned that it only relates towards the vice president of academic services. TRowland reminded council that when these policies come through her office, she does not take great overhauls with this work because things have been in existence for a long time with our district. She follows legal compliance and helps with clarity of language and work with the campuses on these suggestions.

4.2.2. AP 5510 Off-Campus Student Organizations

As was mentioned previously, the policy and procedure were both reviewed with the directors of Student Life and the verbiage added was suggested from the League.

4.3. Second Reading of Board Policies

The following board policies were presented for a second reading.

4.3.1. BP 2340 Agendas

There was a motion to approve BP 2340. **(Ross/McHale) All in favor.**

5. Report out from the College Senates/Unions

- **Las Positas College Classified Senate**
Aubrie Ross mentioned that they are working on Flex Day which will be focused on the compressed calendar.
- **Chabot College Classified Senate**
No update given.
- **Chabot College Faculty Senate**
Mona Abdoun mentioned that Chancellor Gerhard will be attending their next Senate meeting to talk about the compressed calendar. There will also be some questions for him regarding AI and fraudulent enrollments. Faculty Senate is also hoping to have a new theme this semester about simplifying work. One of those things to talk to the chancellor about is implementing a way to add waitlisted students more efficiently.
- **Las Positas College Academic Senate**
Ashley McHale mentioned that the Senates are working collaboratively to draft an updated resolution for reaffirming us as a sanctuary campus. There are some concerns of wanting procedures written down, particularly around if ICE agents come. Some of the questions include: What are the next steps, after directing them to the President's Office? If they come at night, when there are no administrators on campus, where do we direct them? Those conversation are happening and starting to bubble up.

AMcHale also mentioned that they are working on AB 1705 stuff for fall and there is a meeting to discuss tomorrow.

TFRowland stated that most everyone got an email on Friday. The state system is hosting something in the Bay Area on Vision 2030 and is encouraging our district's presence at the event. The information came through the CEO listserv, Chief Instructional Officer list serve, Chief Student Services list serve, and to our Institutional Researchers. The event is April 16 and 17 in Burlingame. Chancellor Gerhard's wish is that our district has a strong presence. They are scaffolding this for productive conversations for districts to reflect on Vision 2030 and their own master planning and goal setting.

ARoss asked if there is going to be information provided to us so that we can submit conference leaves. TFRowland mentioned that the state system is promising forthcoming information on the conference. It is not expected to have registration costs. Mileage reimbursement was asked about. TFRowland reminded Council that there is no district budget to cover the travel costs and that is why the college presidents were copied on the email. Travel costs would need to come out of the budget allocated to your area and leadership role. She also mentioned that Burlingame's mileage radius is too close to stay. JNicholas stated that the location is not over 40 miles away.

6. Future Agenda Items

- **ICE Procedures / AP 3415 Immigration Enforcement Activities**

AMcHale asked if this is the appropriate place to discuss written procedures for ICE Agents coming to campus. Dyrell Foster mentioned that it would be appropriate and this can be discussed with the Senior Leadership Team.

It was also asked if there could be a new procedure developed or an existing procedure changed. JNicholas stated that this is the appropriate forum to discuss but it sounds like what is to be discussed is more of an operational guide.

AMcHale mentioned that the resolution signed in 2017 for our designation as a sanctuary campus, there is a take action list, which includes:

- *Develop, adopt, and implement district and campus policies and protocols consistent with the values expressed herein, in the event that a public or law enforcement officer is expected to enter or has entered campus to execute a federal immigration order.*
- *Ensure that all faculty, classified professionals, students, and administrators, know and understand all state and federal laws, and district and campus policies relevant to protecting students and student information, including but not limited to the Family Educational Rights and Privacy Act (FERPA).*
- *Continue to protect sensitive student information, such as California Assembly Bill 540, California Dream Act, and Deferred Action for Childhood Arrivals (DACA) status, by limiting access to student records and to provide authorities with this information ONLY with a valid subpoena.*

TFRowland mentioned that [AP 5017](#) and AP 3415 may be helpful to look at. AP 3415 is not posted on the district's webpage. TFRowland asked if there is an archive that can be looked through. The chancellor's office will look into it.

- **Fraudulent Enrollments**

DFoster mentioned that the executive team and deans are trying to problem solve with regard to fraudulent enrollments. From the deans' perspective primarily, much of our efforts are removing students who are already registered in classes. Is there a way we can be intentional and strategic on the front end so that students are not getting through our processes in a more strategic way? This is taking a lot of time and effort. This would be a good place to collaborate. Of course, there are conversations at Chabot and we will bring those conversations together for a possible future topic for this group.

MAbdoun asked if it is known if these fraudulent registrations are being done by bots. Joel Gagnon mentioned that it has been suggested that maybe a captcha will slow it down. The presumption is that it may be bots because we are going from dropping 700 students on Monday to 450 students are back in the same seats within 24 to 48 hours. We do not really know if it is bots. It was asked if district ITS is considering all options.

7. Adjourn

The meeting was adjourned at 3:45 p.m.

The next meeting is scheduled for March 11, 2024 via ConferZoom.