



<h1>College Coordinating Council</h1> <h2>Library 201</h2>	<p>March 11th, 2026 9:30 a.m. – 10:30 a.m.</p>
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**Type of Meeting:** Regular  
**Note Taker:**  
 Michele Schottelkorb/Debbie Salazar  
**Please Review/Bring:** Agenda, Minutes

**Committee Members:**  
 Hal Huntsman, Academic Senate  
 Armando De La Torre, ASO Representative  
 Pamela Ford, Classified Union  
 Ashley Hawkins, Confidential/Management/Supervisory/Administrators  
 Dr. Maria Clinton-Houck, Deans  
 Perry Jehlicka, Faculty Union

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Dr. Jennifer Zellet, CHAIR  
 Kathryn Mitchell, Interim Vice President of Academic Affairs  
 Shami Brar, Vice President of Administrative Services  
 Dr. Lauren Elan-Helsper, Vice President of Human Resources  
 Dr. Rebecca Farley, Vice President of Equity & Student Achievement  
 Dr. Idania Padron, Vice President of Student Services

## MEETING

Items	Person(s) Responsible	Time	Action
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### APPROVAL OF AGENDA AND MINUTES & REPORT:

I. Approval of Minutes of February 25th, 2025.

### CONSENT ITEMS:

**Rationale**

### DISCUSSION/ACTION ITEMS:

I. CCC Collaborative Clean up Org Charts (5/21)	Jennifer	10 minutes	
II. AI Committee Proposal	Hal	10 minutes	
III. SPBC Membership Proposal	Hal	10 minutes	

### RETURNING ITEMS:

### STANDING ITEMS:

I. Constituent Reports	All	4 minutes	
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### POLICIES OUT FOR CONSTITUENT REVIEW:

- I. AP 4235 – Credit for Prior Learning – Sent March 26, 2025
- II. AP 2712 – Conflict of Interest – Sent May 27, 2025
- III. BP|AP 4025 – Philosophy and Criteria for Associate Degree and General Education – Sent May 27, 2025
- IV. AP 5017 – Responding to Inquiries of Immigration State, Citizenship Status, and National Origin Information – Sent May 27, 2025

- V. BP|AP 6620 – Naming Recognition Policy – Sent May 27, 2025
- VI. AP 4021 – Program Discontinuance – Sent November 17, 2025
- VII. BP|AP 7330 – Communicable Disease – Sent November 17, 2025
- VIII. BP|AP 7370 – Political Activity – Employees – Sent September 25, 2025
- IX. AP 7336 – Tuberculosis – Sent September 25, 2025
- X. AP 5200 – Student Conduct Procedures – Sent February 25, 2026

**POLICIES IN PROCESS**

- I. BP/AP 3515 – Reporting Crimes - Lauren
- II. BP/AP 4010 – Academic Calendar – Kathy
- III. BP/AP 4100 – Graduation Requirement – Idania
- IV. BP/AP 4400 – Community Services – Kathy
- V. BP/AP 5500 – Standards of Conduct – Idania/Jason
- VI. BP/AP 7130 – Compensation – Shami & Legal
- VII. BP/AP 7800 – Emeritus Status – Jennifer/Hal

**NEXT MEETING DATE: March 25, 2026**

[College Coordinating Council Meeting Calendar](#)



# College Coordinating Council Library 201

February 25th, 2026  
9:30 a.m. – 10:30 a.m.

**Type of Meeting:** Regular

**Note Taker:**

Michele Schottelkorb/Debbie Salazar

**Please Review/Bring:** Agenda, Minutes

**Committee Members:**

Hal Huntsman, Academic Senate - PRESENT  
VACANT, ASO Representative – *Reached out to current ASO President for replacement*

Pamela Ford, Classified Union - PRESENT

Ashley Hawkins, Confidential/Management/Supervisory/Administrators PRESENT

Dr. Maria Clinton-Houck, Deans - PRESENT

Perry Jehlicka, Faculty Union - PRESENT

Dr. Jennifer Zellet, CHAIR – Proxy VPAS Shami Brar - PRESENT

Kathryn Mitchell, Interim Vice President of Academic Affairs

Shami Brar, Vice President of Administrative Services

Dr. Lauren Elan-Helsper, Vice President of Human Resources

Dr. Rebecca Farley, Vice President of Equity & Student Achievement

Dr. Idania Padron, Vice President of Student Services

## MEETING

Items	Person(s) Responsible	Time	Action
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**APPROVAL OF AGENDA AND MINUTES & REPORT:**

I. Approval of Minutes of December 10th, 2025. 9:33am – Introductions – Minutes approved

**CONSENT ITEMS:**

Rationale			
I. Revision of AP/BP 5520	Leo (10:15 am)	Updating Policies in Accordance with CCLC Recommendations, Regular Review and Updates.	Moved down to Discussion Item III. Leo joined at 10:15am.

**DISCUSSION/ACTION ITEMS:**

I. AI Committee Proposal	Hal	4 minutes	Hal: Worked with Pamela, Kathryn, and Ashley; got
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together and this is a committee structure — shows the structure.

**Kathryn:** Nothing to say.

**Shami:** The group who worked on this — Hal took first draft, sent to P, A, and K, then came to this one.

**Ashley:** We stopped in the conversation to ask if we are specifying time limits.

**Idania:** Concerns about quorum.

**Hal:** Attempt is to create parity; student voice is important. If they only appoint 1 for quorum...

**Idania:** For classified staff, there are folks from four areas.

**Ashley:** That's what I was saying — so we can get one from each area; folks in different areas might use AI differently; creating diversity in the conversation will make it more robust.

**Pamela:** I have my list of classified: AA, SS, IT, Facilities, and Equity.

**Hal:** That seems like a good list.

**Shami:** VPAS — in this role, leaving this role off this committee is not a wise decision. The purview and our role in developing process; the district should have your VP over these areas on this committee.

**Hal:** Does that mean in addition to ITS Exec Director?

**Ashley:** I agree.

**Shami:** That role can remain because of new technologies; from a policies perspective, the VPAS needs to be represented.

**Rebecca:** No representation of Student Achievement; that should be involved.

**Pamela:** Question on the floor about classified — I was answering. It is up to the union to appoint to that committee; IT needs to decide who the best person in that area should be. I send out the call to the groups and people respond.

**Shami:** For the classified rep?

**Pamela:** Yes.

**Ashley:** Rather than by area, may be more helpful by position — e.g., clerical, admin, lab tech — hitting different scopes.

**Shami:** Specify roles.

**Hal:** Agnostic about how we classify classified staff members.

**Hal:** Also want to address Dr. Farley's question — not sure what you were posing.

**Pamela:** Proposed classified.

**Rebecca:** I think administrative level should be included.

**Hal:** Which one?

**Rebecca:** Could be either a dean or VP; I would like it at that level.

			<p><b>Perry:</b> We need to be careful about it being too big.</p> <p><b>Hal:</b> I agree. I was impressed VP Brar signed up for another meeting. If you would like to be included...</p> <p><b>Shami:</b> I believe VPAS should be here. Rationale: at deans and directors meeting, this topic came up. As we bring in new tools and using AI, these companies are accessing AVC info; colleagues are working on developing those policies. League has not developed a policy; that work is happening at CEO level at many colleges. Policy level before full on. If you want to keep as is — switch out Exec IT with VPAS.</p> <p><b>Ashley:</b> This is a massive committee.</p> <p><b>Linda:</b> What is purpose?</p> <p><b>Hal:</b> AI is affecting everyone; believe this will be an accreditation issue; we believe we should have a committee to address these issues campus-wide. Feedback on purpose?</p> <p><b>Rebecca:</b> For the record, I believe VPESA should be on the committee for purpose of reporting out equity.</p> <p><b>Hal:</b> Perfect.</p> <p><b>Kathryn:</b> I think this committee — for purposes of the committee — is too large. If we add anyone, that is 4 VPs. I understand why everyone wants to be on the committee. This number of people is not manageable. What can we do about lowering the number but still have representation?</p> <p><b>Hal:</b> I agree with all these comments. I will work with whoever wants to work on this and work on another draft.</p> <p><b>Work:</b></p> <p><b>Maria:</b> Do we know of other community colleges that have a committee so we can look at what theirs looks like? Are there models?</p> <p><b>Shami:</b> The workgroup Hal is suggesting can look into other workgroups.</p> <p><b>Idania:</b> I think I have seen it included as a subcommittee, perhaps in IT Committee.</p> <p><b>Shami:</b> That goes into a different structure. This group made a recommendation that this be a standalone, due to implications of AI.</p> <p><b>Perry:</b> Not a lot gets done on subcommittees.</p> <p><b>Shami:</b> Agree.</p> <p><b>Idania:</b> Goal of the group is to make this more comprehensive.</p> <p><b>Shami:</b> A few people to work on this membership. <b>Pamela, Idania, and Rebecca</b> to work together on draft.</p>
II. SPBC Membership Proposal	Hal	4 minutes	<p><b>Hal:</b> We have tried very hard to stay as close to what is currently in AP 2510; a few changes, asking for approval.</p> <p><b>Rebecca:</b> Long convo, lots of input, but we landed</p>

on some good.

**Shami:** (Statement for the record)

“Committee Members, this membership proposal formalizes the consolidation of two committees that worked together but functioned independently for several years. It merges those committees per AP 2510 and creates a council that sits parallel to CCC. It has budget and other key functions become subgroups or subcommittees of a Planning council.

Over the past 10 to 15 years, across community college districts, California has seen a deliberate governance evolution. Colleges have moved toward ensuring that key functional committees, particularly Budget, Information Technology, and more recently AI and data governance committees - operate with a degree of independence and prominence, often as stand-alone committees. The purpose of that shift has been intentional: to respond to changing environments, to strengthen institutional transparency, protect technical integrity, and ensure that complex operational areas are given focused, specialized attention before recommendations advance to College Coordinating Council and executive leadership.

Budget and fiscal oversight, in particular, carries fiduciary, legal, and long-term structural implications. It is not simply a subcomponent of strategy and planning; it is the financial guardrail that determines whether strategy and operations are sustainable. Maintaining a dedicated and prominent budget body signals institutional commitment to fiscal discipline, transparency, and independent review. Governance structure communicates priorities and structure shapes behavior.

I fully respect the participatory governance

process and the decision this body may make. I offer these comments in the spirit of strengthening our governance framework and protecting the long-term financial health of the institution.

I as proxy for the President approve of the proposal as submitted.”

As CBO, community — in the spirit of strengthening. Proposal here for the makeup of SPBC. Is there any opposition? Only the VPAS; my vote as Zellet proxy is to approve.

**Idania:** Based on staying within policy — I have never seen it together; it has always been a separate council. Over the past 3 years, the same people have been going; I feel we are not getting at the budget piece. From my perspective, I agree with VPAS — I would like it to be separate.

**Maria:** I remember when it was one committee; when they separated it, there was no continuity.

**Pamela:** Agrees.

**Hal:** My experience was they were together in one group and it was one of the most robust, attended by people not on the committee.

**Rebecca:** There was conversation about having a tri-chair; that was talked about. That is the model I recommend.

**Idania:** Based on what is being proposed, you want to add the VPAS as a co-chair?

**Hal:** We had a long convo; the committee voted to have co-chairs, not a tri-chair. Dr. Farley — that was not her recommendation.

**Idania:** I don’t understand how. I am not against VPESA and AS President being co-chairs; is there collaboration with the two co-chairs and VPAS? When I attend the meetings...

**Pamela:** My concern — I was the one that equity VP should be on the committee, but not as a chair. Equity should be taking place. I feel the fiscal person should be the co-chair and the faculty president of Academic Senate. It is not helpful or productive; nothing personal to the person in the position. VPSS does not need to be a tri-chair. When committees were combined, things got out. The dysfunction came when the separation happened — right didn’t know what left was doing. It is not beneficial to have tri-chairs. Fiscal services should be part of co-chair.

**Maria:** When it was one committee...

**Shami:** Proposal here — what does the committee want to do?

		<p><b>Kathryn:</b> A lot of us are not comfortable with this model. Co-chair should be fiscal services; equity should be there, but committee should be: switch it — VPESA on committee, but VPAS should be co-chair.</p> <p><b>Pamela:</b> I agree with Kathryn. I am not comfortable; the whole budget is about budget and planning.</p> <p><b>Rebecca:</b> The reason my position was put there — the position before was the Dean of IERP. When roles moved, it became the substitute. It didn't take out Shami's position; it took out the Dean of IERP.</p> <p><b>Pamela:</b> The reason the Dean of IERP was placed there was because the President at that time wanted to flip that committee. Before that, IERP never served as a chair. When that position was placed on the agenda, I asked if we were going to place it on the committee, it should be listed in 2510, but not a co-chair. If they brought it back together, we understand the role, but no reason for that position to be a chair.</p> <p><b>Linda:</b> What I'm hearing — Item 3 should be VPAS, and the current 3 could be moved under 4; basically exchange them.</p> <p><b>Shami:</b> I would like to recommend this go back to SPBC.</p> <p><b>Hal:</b> For what purpose?</p> <p><b>Shami:</b> To get committee buy-in.</p> <p><b>Idania:</b> We as a body can accept it with one change.</p> <p><b>Hal:</b> From faculty perspective, we don't want to talk about it anymore. You tell us what you think it should be. I don't think anyone on the committee will need to vote on it.</p> <p><b>Kathryn:</b> We aren't taking anyone off — just switching one role.</p> <p><b>Shami:</b> I would like the President to weigh in so I don't have—</p> <p><b>Pamela:</b> I disagree; she will weigh in anyway.</p> <p><b>Shami:</b> Let's call for a vote. I abstain.</p> <p><b>Vote:</b> Approve membership, substituting co-chairs.</p> <p><b>Result:</b> 5 Yes, 1 Abstain, 1 Absent.</p>
III.		<p><b>Idania:</b> Leo has put a lot of work into this.</p> <p><b>Leo:</b> Last time I was here, I was presenting on BP 5500. I appreciate the feedback; these two go hand in hand. We moved forward with 5500, now looking at 5520 — this is how we handle perceived violations of our Standards of Student Conduct. A lot of things have changed; some mandated to include in our process. Wanted to show the revised version — this is to maintain due process for our students. Previous version had room to grow and be clearer for students. From an admin standpoint, we did what was needed, but want students to understand and ensure it is equitable. We began by</p>

improving the flow of the AP.  
 Anything in **red** is CCLC language; **blue** is what the institution is suggesting.

- **Purpose, jurisdiction, definitions** updated.
- **AB 1575 (Katey Myers law):** Support person allowed; students have right to an advisor.
- **Sanctions:** More definition; addition of a no-contact order. CCLC moved language from BP to AP.
- **Educational & developmental sanctions:** Divided into 2 categories, used to promote personal growth.

**Idania:** Conduct officers have moved to restorative justice rather than purely administrative. Reflective components have worked; this has not been previous process — excited for this addition.

**Pamela:** Can you check with legal about letters of apology? Not sure if those apply to students.

**Leo:** Thank you, I appreciate that.

**Definition of a report:** Should be done as incident report.

**Timeline:** Changed from 10 days to 3 days to meet with student.

**Idania:** CCLC recommends 10 days, but previously all under VP; now with director and dean doing conduct, 3 days is reasonable. We have support staff.

**Hal:** Love that you can do it quicker. Wondering if you want to memorialize 3 days — if you put 5, gives leeway.

**Idania:** Wouldn't object to 5; doesn't mean we can't contact sooner.

**Linda:** It says "no sooner."

**Leo:** CCLC language says this unless mutually agreed upon by institution and student.

**Hal:** Then leave at 3 days.

**Leo:** We also selected 3 because of advisor component — need time to train advisor if provided.

**Advisors:** Want to clarify language. Within ten days after meeting, determine responsibility. Look at previous instances, etc. Once determinations are made, then discuss procedures. Discussion on **suspensions, hearing procedures, conduct hearing, adviser of choice.**

**Pamela:** Need clarification — if an adviser is a witness, they cannot be that student's adviser.

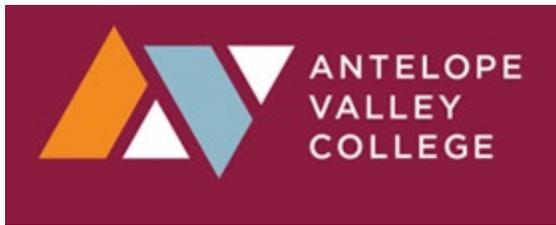
**Leo:** Correct — a witness cannot serve as adviser.

**Pamela:** Thank you.

**Long-term suspension:** Recommendation presented to President.

**Added:** Readmission of suspended students.

			<p><b>Immediate or interim actions:</b> Clarified that faculty can ask a student to leave class one day, and second day, then report to dean and VPSS office; added clarification language.</p> <p><b>Withdrawal of consent to remain on campus:</b> Follow process; time limits; no disciplinary action against complainant or witnesses in sexual assault cases.</p> <p><b>Shami:</b> Can we move forward for constituent review?</p> <p><b>All:</b> Yes.</p> <p><b>Action:</b> Michele to send out for constituent review.</p>
<b>RETURNING ITEMS:</b>			
<b>STANDING ITEMS:</b>			
I. Constituent Reports	All	4 minutes	<p>Hal: Law Scholars was approved at last Academic Senate Meeting</p> <p>Shami: Anything else?</p> <p>Adjourned at 10:42.</p>
<b>POLICIES OUT FOR CONSTITUENT REVIEW:</b>			
I. AP 4235 – Credit for Prior Learning – since March 26, 2025			
<b>POLICIES IN PROCESS</b>			
<p>I. BP/AP 3515 – Reporting Crimes - Lauren</p> <p>II. BP/AP 4010 – Academic Calendar – Kathy</p> <p>III. AP 4021 – Program Discontinuance – Kathy <i>(these should be listed under policies out for review)</i></p> <p>IV. BP/AP 4100 – Graduation Requirement – Idania</p> <p>V. BP/AP 4400 – Community Services – Kathy</p> <p>VI. BP/AP 5500 – Standards of Conduct – Idania/Jason</p> <p>VII. BP/AP 7130 – Compensation – Shami &amp; Legal</p> <p>VIII. BP/AP 7330 – Communicable Disease – Lauren <i>(these should be listed under policies out for review)</i></p> <p>IX. BP/AP 7370 – Political Activity – Employees – Lauren <i>(these should be listed under policies out for review)</i></p> <p>X. AP 7336 – Tuberculosis – Lauren <i>(these should be listed under policies out for review)</i></p> <p>XI. BP/AP 7800 – Emeritus Status – Jennifer/Hal</p>			
<p><b>NEXT MEETING DATE: March 11, 2026</b></p> <p><a href="#">College Coordinating Council Meeting Calendar</a></p>			



To: College Coordinating Council

From: President Zellet

Date: 5/21 CCC Meeting

Re: Collaborative Clean up Org Charts

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I offer the following proposal as a first draft to clean up and adjust the organizational charts. When proposing changes, no one, including myself, can think of all the implications; therefore, this truly is a draft proposal put forward for the consideration of the group. Only through the input of all constituencies from all points of view will we have thoroughly vetted the proposal. I'm confident that together we can devise a plan that will work for everyone, particularly for the benefit of our students.

### **Proposal for Consideration**

1. President's Chart
  - a. Athletic Director (added)
  - b. General Counsel (removed)
2. Academic Affairs
  - a. Dean of Athletics & Kinesiology (removed)
  - b. Dean of Allied Health, Kinesiology, & Public Safety (amended title)
  - c. Move the ESL department to LACA
  - d. Move the Advanced Manufacturing discipline from Aerospace, Industrial Arts, and Applied Technologies to Math, Sciences, and Engineering

### **High Altitude Reasoning for Proposal**

After changes in personnel and discontinuation of the Office of General Council, there is need to clean up the organizational charts and acknowledge structural changes. Attached you will find amended organizational charts for the editing of the College Coordinating Council. This is a chance for us to work collaboratively to capture and encode all amendments considering all perspectives from the institution.

### **Adjustments in President's Reports:**

The position of Athletic Director has been separated from the Dean of Kinesiology position, and the dean position is not being filled at this moment. Fuller explanation of the joining of Kinesiology and Allied Health follows below. Athletics is very public facing and community oriented, and having the Athletic Director report to the President allows for strong community outreach and connections supporting these programs that bring so many students to the College.

The Office of General Council has been discontinued, and the Board of Trustees eliminated the positions of General Council and Paralegal. In response, this section of the org chart needs to be amended to reflect current operations and positions. This structural change will need to be addressed throughout other governance documents. Over the summer, there will be an audit of these documents, and by College Coordinating Council meetings in Fall 2025, the Council will receive this audit and a plan for updating.

### **Adjustments in Academic Affairs:**

Due to the elimination of the Lifelong Learning component of general education (CAL-GETC), Kinesiology departments find themselves facing unique challenges. Students no longer have "room" in their education plans for a required activity course, and many Kinesiology departments are facing loss of sections due to decreased student demand. Some institutions have found that placing the Kinesiology Department with Allied Health will encourage course alignments with certificate and degree programs to ensure continued viability of the department. The attached org chart illustrates the joining of these academic areas.

While Dean Mitchell is leading two divisions, there is no proposal, nor do I understand that it is the wish of faculty, for these divisions to join. Arts & Humanities and Language & Communication Arts remain distinct divisions, with the Dean of LACA position being held in reserve should it be needed.

### **Rationale for ESL remaining in LACA:**

ESL has been housed in Academic Development, which until the 2024 reorganization was in LACA. When the Tutoring Center was reorganized into the Equity and Student Success Division, Academic Development transferred as well. ESL as a program would benefit from alignment with our foreign languages department to provide an opportunity for noncredit to credit pathway development. AVC has increased outreach to the Hispanic population in our service area through Spanish language advertising on Spanish radio and TV, and we have opportunity to grow the ESL program and increase enrollments. Alignment with Foreign Languages, under the guidance of the department chair, will promote the

expansion of ESL and foster a connection with for-credit programming, creating another pathway into transfer and/or employment.

**Rationale for moving Advanced Manufacturing (Dean Lobos):**

Per AP 3100, I am requesting moving Advanced Manufacturing from the Division of Aerospace, Industrial Arts, and Applied Technologies to the Division of Math, Sciences, and Engineering. I believe that this move would better align the department with the technical and engineering-focused expertise required to meet the demands of local aerospace, defense, and manufacturing industries. By integrating Advanced Manufacturing within the Math, Sciences, and Engineering Division, the program can enhance collaboration with faculty specializing in automation, robotics, and advanced engineering technologies, ensuring a robust, interdisciplinary approach to workforce preparation. This strategic realignment supports the Antelope Valley's role as a growing manufacturing hub by equipping students with cutting-edge skills for high demand roles such as CNC machining, automation, and robotics. Additionally, the move aims to enable deeper engagement with local industry leaders, fostering tailored certifications, internships, and apprenticeship opportunities, ultimately bridging the gap between education and workforce needs while fueling regional economic development. Furthermore, I also request that by moving Advanced Manufacturing to the Division of Math, Sciences, and Engineering, that Engineering, Advanced Manufacturing, and Computer Science be nested under a separate department within the Division. Currently, the Department of Physical Sciences is a large department that includes Chemistry, Physics, Physical Science, Astronomy, Geology, Geography, Earth Science, Engineering, Advanced Manufacturing, and Computer Science. Moving Engineering, Advanced Manufacturing, and Computer Science under a separate Engineering Department also leads to better program alignment, since all three of these subjects are interrelated.



**COLLEGE COORDINATING COUNCIL  
COMMITTEE INFORMATION SHEET**

**ARTIFICIAL INTELLIGENCE COMMITTEE • PROPOSAL**

	<b>POSITION</b>	<b>MEMBER</b>	<b>APPOINTED BY</b>	<b>TERM*</b>	<b>EXPIRATION*</b>
Tri-Chair	Student		ASO	1 year	
Tri-Chair	Classified Staff		Classified Union	3 year	
Tri-Chair	Faculty		Academic Senate	3 year	
Member	Vice President, Academic Affairs	Kathryn Mitchell		<b>STANDING APPOINTMENT</b>	
Member	Vice President, Student Services	Idania Reyes		<b>STANDING APPOINTMENT</b>	
Member	Student		ASO	1 year	
Member	Student		ASO	1 year	
Member	Student		ASO	1 year	
Member	Faculty: Student Services		Academic Senate	3 year	
Member	Faculty: Instructional Resources		Academic Senate	3 year	
Member	Faculty: CTE/Vocational Faculty		Academic Senate	3 year	
Member	Faculty: Adjunct Faculty		Academic Senate	1 year	
Member	Faculty: Transfer		Academic Senate	3 year	
Member	Classified Staff		Classified Union	3 year	
Member	Classified Staff		Classified Union	3 year	
Member	Classified Staff		Classified Union	3 year	
Member	Classified Staff		Classified Union	3 year	
Member	Classified Staff		Classified Union	3 year	
Member	CMS		CMS	3 year	
Member	Dean – Academic Affairs		VPAA	3 year	
Member	Dean – Student Services		VPSS	3 year	
Member	Executive Director, ITS			<b>STANDING APPOINTMENT</b>	

**\*Term expirations occur at the end of June in the year indicated.**

**TYPE OF COMMITTEE/AUTHORITY:**

Participatory Governance

**PURPOSE:**

The Artificial Intelligence Committee (AIC) is a participatory governance committee which formulates recommendations for policies, helps organize training, and fosters campus wide discussion regarding the use of Artificial Intelligence technologies. While individual policies and trainings could focus on a particular constituency (i.e., students, classified staff, faculty, CMS, or administrators), the committee's work will address the campus as a whole.

**COMMITTEE RECOMMENDATIONS SUBMITTED:**

Recommendations are submitted to the Superintendent/President. Representatives inform their respective constituency.

**PRODUCT:**

- Policy recommendations
- Trainings

**COMPOSITION:**

As listed on page 1.

**TERMS:**

Permanent by position and one- and three-year terms according to constituency group.

**QUORUM:**

50% plus one.

**MEETINGS:**

Meetings are held ???

**MINUTES/RECORDS:**

Minutes are posted to the public AVC website and retained by the recorder:

**OPERATIONS:**

N/A

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**PROPOSAL**  
**Strategic Planning & Budget Council**  
**Membership**  
**(approved by SPBC 11.12.25)**

1. Superintendent/President- Ex-Officio
2. Academic Senate President (Co-Chair)
3. VP of Equity and Student Achievement (Co-Chair) (was previously Dean, IERP)
4. College Vice Presidents (4)
  - VP Admin Services (Chair of Finance and Budget Subgroup/subcommittees)
  - VP PCT (Chair of HR Subgroup/subcommittee)
  - VP SSV (Education Master Plan Subgroup/subcommittee)
  - VP AA (Educational Master Plan Subgroup/subcommittee)
5. Faculty Union Representative
6. Student Representative (2)
7. Faculty Representatives (5)
  - Transfer
  - Student Services
  - Instructional Resources
  - Vocational
  - Adjunct
8. Classified Representatives (5)
9. Confidential/Management/Supervisory Representative (1)
10. Deans/Directors Representatives (2)
11. Dean of IERP (was previously Co-Chair)
12. Director of Facilities Planning and Campus Development
13. Executive Director of Information Technology Services
14. Executive Director of Foundation
15. Executive Director of Marketing & Public Information
16. Enrollment Management Committee Co-Chair

Removal of:

Jim Firth as he was a proxy for Lauren Elan Helsper/ HR Representative

Angela Musial (possible rep. for Fiscal or budget) but was not a standing member per AP2510

**PROPOSAL**  
**Strategic Planning & Budget Council**  
**Membership with Member Names**  
**2025-2026**  
**((approved by SPBC 11.12.25))**

1. Superintendent/President- Ex-Officio
  - Dr. Jennifer Zellet
2. Academic Senate President (Co-Chair)
  - Hal Huntsman
3. VP of Equity and Student Achievement (Co-Chair)
  - Dr. Rebecca Farley (was previously Dean, IERP)
4. College Vice Presidents (4)
  - Shami Brar (Chair of Finance and Budget Subgroup/subcommittees)
  - Dr. Lauren Elan Helsper (Chair of HR Subgroup/subcommittee)
  - Dr. Idania Padron (Education Master Plan Subgroup/subcommittee)
  - Dr. Kathy Bakhit (Educational Master Plan Subgroup/subcommittee)
5. Faculty Union Representative
  - a. Kent Moser
6. Student Representative (2)
  - **Vacant**
  - **Vacant**
7. Faculty Representatives (5)
  - a. Transfer: Kevin North
  - b. Student Services: Rod Schilling
  - c. Instructional Resources: Linda Parker
  - d. Vocational: **Vacant**
  - e. Adjunct: **Vacant**
8. Classified Representatives (5)
  - a. Pamela Ford
  - b. Suzanne Olson
  - c. Jenelle Paul
  - d. Veronica Sirotzki
  - e. Marvin Guzman
9. Confidential/Management/Supervisory Representative (1)
  - a. Sarah Schnieder

10. Deans/Directors Representatives (2)
  - a. Dr. Jill Zimmerman
  - b. James Nasipak
11. Dean of IERP
  - a. Dr. Svetlana Deplazes (was previously Co-Chair)
12. Director of Facilities Planning and Campus Development
  - a. Noe Flores
13. Executive Director of Information Technology Services
  - a. Daniel Conner
14. Executive Director of Foundation
  - a. Dianne Knippel
15. Executive Director of Marketing & Public Information
  - a. Alejandro Guzman
16. Enrollment Management Committee Co-Chair
  - a. Windy Franklin-Martinez

Removal of:

Jim Firth as he was a proxy for Lauren Elan Helsper/ HR Representative

Angela Musial (possible rep. for Fiscal or budget) but was not a standing member per AP2510