

[Draft] Wednesday, October 14th, 2026, from 3:30–5:00 p.m.

Meeting Minutes
Location: LRC 125

Committee Members:

Dan Barnett, Phillip “Wolf” Manning (Chair), Kathey Teagarden, Melody Schmid, Matt Cervantes, Corey Gruber, Masene Hebib

Ex-Officio Members

Dave Stephens, Chris Palmarini, Suzzane Wakin, Robert Stadler, Jennifer Ellis, Dr. Robert White

Meeting Agenda

- I. **Meeting Called to Order – 3:30 PM**
- II. **Consent Agenda – 3:35 pm, 5 min**
 - a. Approval of Current Agenda (D. Barnett/ M. Cervantes)
 - i. Changes: None
 - ii. Approved: Unanimously
 - b. Approval of Last Meeting Minutes (M. Cervantes / M Schmid)
 - i. Approved: Unanimously (K. Teagarden & C. Gruber abstaining)
- III. **Reports/Guest:**
 - i. Introductions to new committee member Masene Hebib
- IV. **Unfinished Business:**
 - a. Google Gemini and Notebook LM (Report to Academic Senate)
 - i. Academic Senate requests report on “Best Practices” for what to use Gemini Notebook for if faculty plan on using them, also want to know a timeline for rollout.
 - ii. R. Stadler reports that there is no current timeline. There is the possibility to roll out separately to faculty and students. It is currently available to ATC for testing.
 - iii. ATS reports there is the possibility of product embedded in Canvas, but there is no LTI available.
 - iv. M. Cervantes reports on usage and notes that having limited access to only two Google products may pose challenges for faculty in having to make compatibility efforts. (For example, if a faculty wanted to take an output from Notebook or Gemini and put it into Google docs, there would be difficulty since Google docs as software is not supported by campus or IT). For students, however, this product brings multiple advantages to their study support.

- v. R. Stadler reports that IT has designed and created pages that will inform faculty on training and other relevant info about Google products related to this integration.
- vi. Costs saving for students and the technical capacity of this product over other free products pose advantages for students with limited access to pay-for products.
- vii. B. White reports that there is an equity component to this integration in that it raises the floor for students as far as access to AI platforms is concerned.
- viii. D. Barnett urges committee to maintain a central role in testing and facilitating professional development around use of such tools
- ix. C. Gruber asks for clarification of environmental impact reports as it pertains to obligations to sustainability responsibilities addressed in AP 3775.
 - 1. D. Barnett moves to table discussion to Oct. 28th meeting, M. Schmid seconds; further discussion addresses limitations of the committee's ability to provide "Best Practices" to Academic Senate prior to extensive use.
 - 2. Motion approved: 7 ayes, 1 no
- b. Charter & Bylaws – College Council Recommended changes [30 min]
 - i. Charter ARTICLE III: AUTHORITY recommendation to add language that amends this authority article to account for AP 3720 Computer Network Use & AP 3775 Artificial Intelligence.
 - 1. Moved to accept recommendations, (Approved Unanimously)
 - ii. Charter ARTICLE V: MEMBERSHIP recommendation to expand membership to account for COI representation "11 + 1 ex off."
 - 1. Moved to accept including "11+1 ex. Off.", and "and Vice Chair" language approved unan.
 - iii. Charter ARTICLE VII: DISSOLUTION recommendation to include approval by Academic Senate and College Council language
 - 1. Moved to accept, approved unanimously
 - iv. Bylaws ARTICLE III: MEMBERSHIP A recommendation to clarify COI membership and change DE Coordinator to DEALR
 - 1. Moved to accept, approved unanimously
 - v. Bylaws ARTICLE III: MEMBERSHIP B recommendation to amend language surrounding Advisory Members with exception to language in 1, where ATS preferred the title of "Instructional Technology Specialist" to remain.

1. Moved to accept including ATS title over ATS rep language, approved unanimously
- vi. Bylaws ARTICLE IV: BROWN ACT COMPLIANCE AND PARLIAMENTARY AUTHORITY recommendations to add current ATC website language
 1. Moved to accept minus “Agendas” and “Minutes” language in website titles, approved unanimously
- vii. Bylaws ARTICLE V: MEETINGS add special meeting category
 1. Moved to accept changes, approved unanimously
- viii. Bylaws ARTICLE VI: OFFICERS AND THEIR DUTIES add Vice Chair language
 1. Moved to accept additions, approved unanimously

iv. New Business:

- a. ATC Roundtable
 - i. Moved to table until Oct. 28th meeting
 1. Approved unanimously
 - ii. Reclaiming JOY Info Session:
 1. D. Stephens reported last spring’s event was a success and that next event was scheduled for March 19th

v. Future Business:

- a. N/A

vi. Public Comments:

- a. N/A

vii. Adjournment

- a. 4:50p