

Wednesday, September 26th, 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

Ex-Officio Members

Dave Stephens, Chris Palmarini, Suzzane Wakin

Guest

Steven Niedbala

Meeting Agenda

- I. **Meeting Called to Order – 3:30 PM**
- II. **Consent Agenda – 3:35 pm, 5 min**
 - a. Approval of Current Agenda (C. Gruber / M. Schmid)
 - i. Changes: P. Manning requested adding discussion on ATC Charter and Bylaws update to New Business
 - ii. Approved: Unanimously
 - b. Approval of Last Meeting Minutes (M. Cervantes / M Schmid)
 - i. Approved: Unanimously (K. Teagarden & C. Gruber abstaining)
- III. **Reports/Guest:**
 - a. Software Approval Taskforce – Chair [5 min]
 - i. M. Cervantes raised questions about validity of taskforce
 - ii. C. Palmarini and ATS requested finish product be added to the proposed workflow & process
- IV. **Unfinished Business:**
 - a. Google Gemini and Notebook LM (Report to Academic Senate)
 - i. R. Stadler reports that leadership has provided IT documentation to establish the “plumbing” behind this implementation and that is complete.
 - ii. Largest challenge for BC IT involves how IT would explain best practices and uses, but IT doesn’t feel training falls to them exactly.
 - iii. The Committee expressed importance for a campus unified instructional or informational approach to providing students with guidelines for using this tool.

- iv. The committee discussed the importance of ATC being integral in communicating initial impressions of this tool to senate as was requested previously.
- v. M. Cervantes asked questions to clarify what specific elements would be included in the Gemini rollout. R. Stadler clarified that Gemini and Notebook would be the only products initially made available.
 - 1. M. Cervantes moves to ask leadership to allow ATC access to technology to better provide feedback and guidance to the Academic Senate. (Approved unanimously)
- b. ATC Announcements for ATS Events – Volunteers [5 min]
 - i. W. Manning requests ATC member volunteer to undertake the obligation to coordinate and announce ATS Events and analyze.
 - ii. D. Stephens clarified that this person would be responsible for assisting in looking through relevant trainings and events outside of the college to ensure if training material should be brought and how often it is brought to the attention of college faculty
 - iii. M. Schmidt expressed interest in helping to support ATC in this way. D. Barnett moves to nominate M. Schmidt to serve in this role. 2nd by M. Cervantes, approved unanimously.
 - 1. Discussion: M. Schmidt requests the committee's help in bringing appropriate events to the attention of the committee.

iv. New Business:

- a. ATC Charter & Bylaws
 - i. Requested Dissolution article (ARTICLE VIII) to amend charter to include approval by Academic Senate and College Council
 - ii. Requested Authority article (ARTICLE III) to add language that amends this authority article to account for AP 3720 Computer Network Use & AP 3775 Artificial Intelligence
 - iii. Requested Membership article (ARTICLE V) be amended to account for COI representation and in so doing add one position to our membership and changes to Dean to clarify Dean of ATS
 - iv. Suggested a Vice Chair
 - v. M. Cervantes moves to table discussion of changes until actual language as recommended can be viewed. (K. Teagarden seconded) approved unanimously
- b. Canvas custom grade status in Gradebook – Chris Palmarini
 - i. In Canvas gradebook, faculty have the ability to add custom status features. C. Palmarini requests committee reach out to constituents

about potential terms or phrases. Requested get back to ATS about suggestions in this term.

- ii. B. White moves to send a list of suggestion to ATS for their review (second M. Cervantes)
- iii. Moved to table this discussion to two meetings away
- iv. S. Wakin recommends "See comments" be added to list
- v. C. Gruber moves to table discussion for two meetings from this one in order to provide more thoughtful idea generation.

v. Future Business:

- a. N/A

vi. Public Comments:

- a. N/A

vii. Adjournment