



OCC Academic Senate Executive Board Meeting Minutes

Tuesday, May 14, 2019: 12:30-1:30 pm, Faculty House

E-Board Members/Attendance: Vice-President Jamie Blair, Immediate Past President Lee Gordon, Curriculum Chair Anna Hanlon (non-voting), Secretary and PDI Chair Marilyn Kennedy, President Loren Sachs.

Guests: None.

- I. **Call to Order:** President Sachs called the meeting to order at 12:35 PM
- II. **Public Comments:** None.
- III. **Approval of Agenda:** Agenda was approved unanimously.
- IV. **Approval of Minutes:** The minutes for the May 7, 2019, meeting were approved unanimously.
- V. **Discussion of Potential Last Senate Meeting and E-Board Meeting and Topics:** Review of Senate bylaws as to when the Executive Board acts for the Senate body and if to schedule a final Senate meeting or an E-Board Meeting only. It was determined that the Senate E-Board acts for the Senate “when school is not in session”:

Article IV. The Executive Board
Section 2. Responsibilities of the Executive Board. The Executive Board shall be responsible for establishing and administering the Senate budget, creating the agenda for Senate meetings, and acting for the Senate when school is not in session. The Executive Board shall be subject to the orders of the Senate and none of its acts shall conflict with action taken by the Senate. All official action taken by the Executive Board shall be reported to the Senate at the next official meeting of the Senate. The meetings of the Executive Board shall be open.

Topics for last meeting: Consent calendar, reports from President, Transparency Committee, PDI Committee, and Lit. and Lang. Div. Senator.
- VI. **Adjournment:** President Sachs adjourned the meeting at 1:25 P.M.

Minutes Approval: May 21, 29019
