



# OCC Academic Senate Executive Board Meeting Minutes

Tuesday, March 21, 2023, 12:30-1:30, Student Union Room 214 & Zoom

**E-Board Members in Attendance:** Parliamentarian Nina Barrios, Vice-President Rendell Drew, President Lee Gordon, Secretary and PDI Chair Marilyn Kennedy, Curriculum Chair Lori Pullman.

**E-Board Members Absent:** None.

**Guests Officially Signed In:** Vice-President of Instruction (VPI) Michell Grimes Hillman, OCC HR Rebecca Morgan

## I. Preliminary Matters

*(Please note that the Presiding Officer's vote shall be recorded as an abstention, unless breaking a tie vote.)*

**A. Call to Order:** President Gordon called the meeting to order at 12:34 p.m.

President Gordon announced that the meeting had to be completed by 1 PM so that the E-Board could attend the Golden West College Academic Senate Special Meeting being held at 1 PM via Zoom.

**B. Public Comments:** VPI Grimes-Hillman.

**C. Executive Board Member Reports:** The E-Board discussed the Senate budget; Secretary Kennedy requested more information on the budget grant for this year, the expenditures, and several comparative budget grants from the last few years. President Gordon said he would follow-up.

Secretary Kennedy followed-up on the Senate issue brought up by President Gordon in the Senate meeting to send copies of draft minutes to administrators or presenters who were quoted in the minutes, as he said had been doing so. Secretary Kennedy stated that since this was already discussed at a prior E-Board meeting and all present were against doing so and a motion was made and voted on, that we needed to reverse that decision. ***Motion 1: Secretary Kennedy moved to have the Senate Secretary send draft copies to administrators and presenters quoted in the minutes, with the exception of public comments; seconded; approve with one abstention by President Gordon.***

Parliamentarian Barrios reported that she reviewed the Online Advisory Board's bylaws and membership had attended the last OAB meeting, and they requested a template for their bylaws. It was reported at the OAB meeting that membership was by a "come one, come all" method. Secretary Kennedy reported that she had been trying to access the OAB bylaws, but the Portal would not allow her to open the file. She reported she had sent out numerous templates to the Online Coordinator over the years, but would follow up with another one, and would send that template to Parliamentarian Barrios, who would pass it along to the OAB. Secretary Kennedy will also send a copy to President Lee Gordon.

**D. Approval of the Minutes:** ***Motion 2: Secretary Kennedy moved to approve the March 14, 2023, meeting minutes; approved with one abstention by President Gordon.*** Secretary Kennedy reported that as per requests for Executive Board members' speeches in the February 28, 2023, E-Board minutes, she is completing work on them [see the March 7 and March 14, 2023, E-Board meeting minutes regarding verbatim minutes.]

## II. Discussion of Upcoming Agenda Items:

**A. Future Meeting Agendas: Senate April 4: AB 1705, Board Policy on Job Candidate Transcripts (10 Min), Minutes Timeframe. Senate E-Board April 4: Secretary Kennedy** requested that the Online Coordinator CFE MOU be addressed and CFE President Schneiderman be invited to attend.

### **III. Business:**

**A. Consent Calendar Items discussion/Selections for Next Week:** Only two volunteers submitted their names and paragraphs of interest for the two positions open for the Student Success Center Coordinator Hiring Committee. Both **Nina Barrios** and **Kate McCarroll's** paragraphs were read; the E-Board agreed that they met the interest and paragraph requests. ***Motion 3: Vice-President Drew moved to accept the two volunteers and move them to the Senate Consent Agenda for approval; seconded; approved with one abstention from President Gordon.***

**B. Adjournment:** President Gordon adjourned the meeting at 12:53 p.m.

**Minutes Approved:** April 18, 2023