



# OCC Academic Senate Executive Board Meeting Minutes

Student Union 214 & Zoom

Tuesday, December 12, 2023, 12:30-1:30 PM

Minutes approved on January 20, 2024

*The President's vote will be recorded as an abstention unless breaking a tie.*

**E-Board Members in Attendance:** Parliamentarian Cyndee Ely, Vice-President Rendell Drew, **President Lee Gordon**, Secretary and PDI Chair Marilyn Kennedy, Curriculum Chair Lori Pullman (non-voting).

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

**Guests Officially Signed In:** Classified Senate President John Fawcett, Irene Naesse, VPSS Madjid Niroumand, Charles Young

## I. Preliminary Matters

- A. **Call to Order:** **President Gordon** called the meeting to order at 12:02 p.m.
- B. **Public Comments:** Irene Naesse, Charles Young.
- C. **Approval of the Minutes:** **Motion 1: Secretary Kennedy moved to approve the December 5, 2023, meeting minutes; minutes approved with one abstention (President Lee Gordon). Secretary Kennedy moved to approve the November 28, 2023, meeting minutes with minor changes; approved with one abstention (President Lee Gordon).**

D. **Executive Board Member Reports:**

The E-Board discussed the Pass/No Pass policies. This Board policy may be brought to the Senate in spring.

## II. Discussion of Upcoming Agenda Items:

- A. **Agenda Items for Senate Spring 2024:** ARC ad hoc committee resolution (Marilyn will write), AP 7120 C Faculty Hiring policy follow-up, mental health presentation by Larry Valentine
- B. **Agenda Items for E-Board:** OAB membership and bylaws, meeting in January to select Senate appointee to the VPI hiring committee.

## III. Business:

**Grade Policy Conversation:** **VPSS Madjid Niroumand** addressed the **E-Board** and stated that in the interests of shared governance and transparency, he would like to request a joint faculty and administrators meeting to discuss and review potential changes to the grade change policy at OCC and the District. He stated that at one of our District joint VPs meetings, they were asked to provide recommendations for developing a written procedure for when faculty submit a grade change request after the grade had already been posted. The reason is to have consistency district-wide by having a written process that includes a timeline/deadline that a grade change can be requested, what approvals/forms/steps/reasons should be a part of the grade change request, etc. He wanted to discuss this with the Senate to make sure his recommendations to the process included faculty perspective and recommendations, considering the topic and faculty purview over the topic. *He clarified and emphasized that only faculty can change a grade.*

Discussion followed regarding grade change timeliness, grades grievances (not the same thing), due process, and academic dishonesty discovered after a semester grade is submitted (a situation that occurred at a sister college this last year). **Secretary Kennedy** stated that the District Board Policies

and Administrative Procedures (BPAP) Committee may be reviewing this policy in the spring, and that whatever changes are made have to comply with Title V.

**IV. Adjournment: President Gordon** adjourned the meeting at 12:45 P.M.