



# OCC Academic Senate Executive Board Meeting Minutes

Student Union 214 & Zoom

Tuesday, April 30, 2024, 12:30-1:30 PM

Minutes approved on May 7, 2024

**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:** Allissa Blystone, Irene Naesse

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

## I. Preliminary Matters

- A. **Call to Order:** President Gordon called the meeting to order at 12:33 p.m.
- B. **Public Comments:** None.
- C. **Approval of the Minutes:** *Motion 1: Secretary Kennedy moved to approve the April 16, 2024, minutes; approved. Motion 2: Secretary Kennedy moved to approve the April 23, 2024, meeting minutes with minor changes; approved.*
- D. **Executive Board Member Reports:** The E-Board discussed the process of replacing department chairs who are retiring or stepping down. Secretary Kennedy noted that it is in the CFE Contract, Article X. 10.3 and states that vacancies are filled in the same manner as the initial election process. President Gordon will contact Senate Support person **Beatriz Vaca Rodriguez** to get this started as she knows the process well.

## II. Discussion of Upcoming Agenda Items:

- A. **Agenda Items for May 7 and Beyond:** BPAP Committee Report; Academic Standards Committee Report; Spring Plenary Report; Midterm Program Review Template; CRCPI Grant Update: Online Advisory Board Report.

## III. Business:

- A. **Flex Committee Issues:** Secretary Kennedy explained the lack of faculty support both she and President Gordon felt during their visits to the Flex Committee meetings. She expressed, that based on those visits and the experiences during the last year, that the process for Flex make-ups and/or accommodations, responses, applications, and record keeping were lacking and needed a stronger faculty advocacy and voice. She also acknowledged that **Flex Coordinator Blystone** was doing an excellent job in organizing and preparing the two Flex days; there was too much for one person to do. **Flex Coordinator Blystone** acknowledged that Flex needed to work on the processes for make-ups and accommodations and explained how Flex has grown exponentially in the last few years. She presented an updated google application form and process for make-ups and accommodations for faculty that complies with the Flex contract and state requirements and added updates to it during the meeting. Flex applications and correspondence will now be responded to within two weeks. Additionally, faculty will now be able to apply on one form for make-ups and/or accommodations and will submit completions on the same form. The honor system will be used, and faculty will be trusted to select appropriate and professional make-up activities.

- III. **Adjournment:** President Gordon adjourned the meeting at 12:59 P.M.