



# OCC Academic Senate Executive Board Meeting Minutes

Tuesday, September 14, 2021, 12:30-1:30 PM, via Confer Zoom

**E-Board Members in Attendance:** President Lee Gordon, Vice-President Rendell Drew, Secretary and PDI Chair Marilyn, Parliamentarian Eduardo Arismendi-Pardi, Immediate Past President Loren Sachs, Curriculum Chair Charles Otwell (non-voting)

**E-Board Members Absent:** None

**Guests Signed In:** None

## I. Preliminary Matters

- A. **Call to Order:** President Gordon called the meeting to order at 12:35 PM.
- B. **Public Comments:** Jessica Alabi, Melissa Archibald, Anna Hanlon.
- C. **Approval of the Minutes:** *Motion 1:* Secretary Kennedy moved to approve both the August 31, 2021, and the September 7, 2021, minutes; motion seconded and unanimously approved.

### D. Executive Board Reports:

**Parliamentarian Arismendi-Pardi:** Expressed gratitude for being elected Parliamentarian and reported he hopes to assist the Senate in having more efficient and fair discussions, allowing for a 2-minute time per speaker and for speakers to identify if speaking for or against. **Secretary Kennedy** noted that when she reviews the Senate recording to ensure accuracy for the minutes that the time stamps have noted that some speakers have given 6-plus-minute uninterrupted speeches; when many of these occur, they take valuable time from other presenters and speakers in the one-hour Senate meeting. **Parliamentarian Arismendi-Pardi** recommended each speaker organize their thoughts before speaking: focus on the issue, provide the reason, provide a brief example, and wrap up with the conclusion; narrative details should be cut out of Senate commentary. **Curriculum Chair Otwell** stated that the DE Addenda issues will need to go to the full Senate. **President Gordon** and the E-Board discussed keeping presenters' reports concise and on issues rather than a history of the processes. **Secretary Kennedy** and **Immediate Past President Sachs** noted that if Power Points are used, presenters should focus on major issue points, not read or review process details. **Motion 2:** Vice-President Drew moved that the Senate E-Board encourage presenters to provide a concise overview of issues that inform on the topics and questions at hand: motion seconded; motion approved unanimously.

## II. Discussion of Upcoming Agenda Items

- A. **Agenda Items for September 21, 2021:** Full-Time Faculty Hiring Prioritization Resolution, Educational Master Plan, Program Review. **Future Agenda Items: October:** OER Report/Presentation, part-timer issues **October 28:** Guided Pathways and program placement, DE agenda, bookstore issues.

## III. Adjournment

President Gordon adjourned the meeting at 1:15 PM.

Minutes Approved: September 21, 2021