OCC Academic Senate Executive Board Meeting Minutes

Tuesday, February 22, 12:30-1:30 PM, via Confer Zoom

E-Board Members in Attendance: Vice-President Rendell Drew, President Lee Gordon, Secretary and PDI Chair Marilyn Kennedy, Curriculum Chair Charles Otwell (non-voting)
E-Board Members Absent: Immediate Past President Loren Sachs.

Guests Officially Signed In: Arabian Morgan.

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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 12:35 PM.

B. **Public Comments (Officially Signed In):** None.

C. **Approval of Minutes:** *Motion 1: Secretary Kennedy moved to approve the February 8 and 15, 2022, minutes; seconded; approved. [Ayes: 3, Noes: 0, Abstention: 1]*

D. **Executive Board Member Reports:**

Faculty Handbook: Vice-President Drew reported on the first meeting of the Faculty Handbook committee.

Resolution #S-2018-1, "Committee Member and Task Force Volunteer Appointment Selection Process":
Secretary Kennedy reminded the E-Board of Resolution #S-2018-1, "Committee Member and Task Force Volunteer Appointment Selection Process," moved by Senators Blair and Kennedy and seconded by Senator Sachs, approved by the Senate on February 13, 2018. This resolution delineates the timelines and processes for Brown Act requirements and committee appointments provided by the Senate. It details the selection process, and contrary to general thought, allows committees, groups, or entities requesting a member appointment to list specific requirements or skills a volunteer should have to volunteer to be selected. The E-Board discussed this resolution and Secretary Kennedy said she would send out the resolution as an attachment to the E-Board following the meeting.

Student Success Center Coordinator: The E-Board discussed follow-up on ensuring that this faculty position is filled replaced by faculty, even interim positions; **President Gordon** and **VP Drew** will bring this issue to the OCC President and VPI.

II. Discussion of Upcoming Agenda Items

A. **Agenda items for March 1:** Consent agenda items: Eric Cuellar-Transparency Committee, Tyler Boogar-Faculty Handbook Committee, Transparency Committee Report, Covid and Teaching, Guided Pathways, Substitutes, Multicultural Center Request From Update.

Items for Future Agendas: Training faculty in the 10 + 1, Bookstore issues, shared governance information and training

II. Adjournment: President Gordon adjourned the meeting at 1:30 PM
Minutes approved on March 1, 2022