



OCC Academic Senate Executive Board Meeting Minutes

Tuesday, November 8, 2022, 11:30-12:30 PM , Student Union 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 (non-voting).

E-Board Members Absent: None.

Guests Officially Signed In: Barbara Cooper, John Fawcett, Vice-President Michelle Grimes-Hillman, Rebecca Morgan.

I. Preliminary Matters

(The Presiding officer's vote will be counted as an abstention unless breaking a tie.)

Call to Order: President Gordon called the meeting to order at 12:32 p.m.

A. **Public Comments:** VPI Grimes Hillman, Rebecca Morgan, John Taylor.

B. **Approval of the Minutes:** *Motion 1: Secretary Kennedy moved to approve the November 1, 2022, meeting minutes; motion approved [3 ayes, 1 abstention].*

C. **Executive Board Member Reports:**

1. **Professional Development (PDI) Chair Marilyn Kennedy** reported that there are sixteen applicants for sabbatical leaves; the Sabbatical Chair is verifying to see how many might be funded with extra funding from the District, as one year there was no funding due to Covid and negotiations. The PDI Chair will report back.

II. Discussion of Upcoming Agenda Items:

A. **Agenda Items:**

1. **Senate Agenda: November 15:** Honors Program Presentation, BPAP Report, Student Equity
Later In Semester: Low-cost textbooks, financial aid
Spring: Division senator presentations
2. **E-Board Agenda: November 15:** Online Coordinator Discussion. **Later:** Senator-at-Large Seat.

III. Business: Online Coordinator Discussion:

Due to the Online Coordinator selectee being placed on the Senate's Consent Agenda in September, pulled due to its divergence from the normal coordinator process/procedure, and subsequent request for it to be placed back on the Consent Agenda by **Dean Taylor**, it was referred to the Senate E-Board for examination of the process. This item was scheduled to be on the November 1, 2022, E-Board agenda but postponed by the **President Gordon** for one week. **Secretary Kennedy** gathered up information about the MOU, the call out for the position, the eligibility requirements of the position and applicant, and the selection process. She contacted the union. She presented a list of questions which are numbered and expanded on, with responses following:

1. **Retirees cannot apply for these positions as per the MOU and the Union. Was the coordinator applicant officially "teaching" the STLO workshops before being selected as Online Coordinator? If so, for how long, and when? If so, why were those job duties, already being performed by the applicant, included in the MOU for the Online Coordinator's duties? What would happen to this applicant's job if another person was selected to be the coordinator and took on those duties?**

2. **Was the applicant's "teaching" of the STLO workshop being compensated hourly and identified as a faculty position, either part or full time? If so, when was this approved by the BOT?**
3. **Was that job position advertised to allow for a diverse pool of applicants? Can the advertisement be provided to the Senate E-Board? How long did the advertisement run?**

VPI Grimes Hillman: The applicant was a retiree but rehired in the spring of 2020. The applicant responded to a teaching position job posting for a part-time faculty pool from a department manager (sent out by the manager of the Library and Support Services as per **Dean John Taylor**).

Dean Taylor: *At that time*, in 2020 and during the pandemic, we needed more STLO workshop teachers due to the pandemic. **VPI Grimes-Hillman:** The Board of Trustees approved this position. The workshops being taught by the applicant have been approved by the Senate. **Dean John Taylor:** Stated it was a faculty position receiving hourly pay and identified as an academic faculty position. **Secretary Kennedy:** Noted that on a recent PDI application received by PDI for the STLO workshops, it did not indicate "teachers," but rather "presenters," identifying the applicant as a presenter of a workshop. If this was an academic class, there is a special PDI application for a lower division academic course, but that application was not used for the STLO workshops, and there has been no revision of the original application. Traditionally, anyone who teaches a workshop is not considered a faculty member as many non-faculty members teach workshops. Additionally, those who "teach" the STLO workshop are identified as "facilitators" in the Canvas Café area, not teachers or academic employees, and the applicant was identified as a "facilitator." Further, the applicant applied for conference funds via Classified funding, did not apply for faculty funding, and the Classified funding for the conference was approved by the Board of Trustees. **Dean John Taylor:** That must be a mistake. **Secretary Kennedy:** Noted that in the fifteen years she has been PDI Chair, there have only been two mistakes at this level on the BOT agenda for funding; they are rare, and they are always corrected to ensure the funding is charged to the appropriate employee group. This correction has not occurred.

4. **Why wasn't the MOU run by the Senate as we do with other MOUs for coordinators? Why was the work on it done during the summer when faculty were off duty?**

VPI Grimes Hillman stated that not all MOUs that were approved the last time have gone through the Senate again. Nothing had changed since the last MOU was written and approved by the Senate two years ago. She thought that was the correct process. **Secretary Kennedy:** Stated that MOUs should come to the Senate and especially not go through a summer process. If this had gone through Senate vetting, if there was already someone doing the partial job duties of the Coordinator position, that would have been addressed. She verified with **Senate President and Professor Emeritus Jamie Blair** about the process for coordinator selection and this is not following the process. **President Gordon** stated that we were running out of time due to time issues with the room. **Secretary Kennedy:** Requested that the process examination not be done hastily and requested this continue next week to ensure this has coordinator selection has followed the process and been fair to all eligible OCC faculty.

IV. Adjournment: President Gordon adjourned the meeting at 12:55 p.m.

V. Minutes Approved: December 6, 2022