**Staff Development Committee Meeting**

**Wednesday, February 13th, 2019**

**Present** – Katie O’Brien, Teresa Martinez, Kelly Lynch, Vanessa Chavez, Maria Martinez, Alice Mecom, Ruthie Retana, Sable Cantus, Brenda Harlow, Kathy Gomez

**Staff Development Minutes** – The minutes of the January 9th, 2019 meeting were approved.

**Low Cost Grant Recap –**

* The committee agreed via email to award 5 from Financial Aid $200 to attend the *2019 CCCSFAAA Annual Conference*

**Updates –**

**Leadership Academy**

* The cohort completed part 1 of their CIP to be a part of the Rio Hondo Homecoming and the next part of the CIP will be to build a Leadership Academy Website.
* Randy Conley led a Trust Building/Conflict Management session on February 8th.

**Basic Skills**

* Course flow charts have been developed and faculty are done with their course redesigns.
* An online self-reporting tool for placement is being tested.
* A team from Kansas may come to the campus to do more training on Supplemental Instruction.
* DJ Corson will be facilitating a “Elevating Rigor through Differentiated Instruction” workshop on April 5th, 2019. 45 people have RSVP’d.
* Stipends for attending this workshop will be offered to participants from Title V, Basic Skills, and New Faculty Success Seminar funds.

**SanFACC –**

* Katie will be putting out a campus wide call for anyone interested in the 2019/20 SanFACC Mentoring program.
* This program in open to any permanent full-time employees that are seriously interested in moving into or advancing into management positions

**Spring Events –**

* Reflection and Renewal Retreat will be on Friday, March 1st, 2019 at Mater Dolorosa Retreat Center.
* Elevating Rigor in the Classroom will be on Friday, April 5th, 2019.

**Other –**

* CCC Digital Learning Day will be on Thursday, 2/28/2019 since this is an Online Conference we will be having a viewing room in LR128 (FLEX credit will be given to those who attend sessions).
* Sable will be monitoring the room for the Afternoon sessions and Katie will ask Jodi Senk or Zulma Calderon if they will be available for the morning sessions.
* It was agreed that 10 hours of FLEX and a $300 stipend will be offered to faculty who complete the Peer Online Course Review course.
* Vision Resource Center - After discussing the presentation by Kelly Falcone on 1/22/19, the committee feels it is best to roll this out to faculty first this semester and then ask committee members from staff and management to explore the site to see how best to promote it moving forward. The committee also discussed the possibility of adopting the “Fully Integrated Website” to handle FLEX and other potential tracking and reporting of professional development. There was no consensus on this items as of yet, but Katie will forward information to the administration on the pilot project to gauge interest at the institutional level.

**FLEX Day and FLEX Request**

FLEX credit was requested for authoring an electronic course/textbook. As the faculty who authored the book makes it a requirement for the student to purchase the access code and receives 12 percent royalties off of every purchase. The committee agreed since he is receiving royalties FLEX credit cannot be given.

The following workshops from FLEX day were well attended and received strong evaluations. Katie will explore having one or more of these sessions being repeated in the spring: FlipGrid, Post Truth Mindset, Medical Emergency Awareness.

The committee will review FLEX Day evaluation results in more detail at the next meeting.

This meeting adjourned at 3:30pm with the next meeting to be on Wednesday, February 27th, 2019