**Special Staff Development/Flex Meeting**

**Wednesday, January 13th, 2020 2:00pm – 2:30pm**

1. **Staff Development/Flex Minutes 1-6-21 – will review next week**
2. **FLEX Day Proposals**
3. Review new breakout submissions since last week
4. Review asynchronous webinar link proposals
5. Suggested Canvas module set up
6. Other
7. **FLEX Day Schedule**
8. Review 6-hour obligation for FT faculty
9. Department/Division meeting and option check-in
10. Can evaluation be good option to ensure at least 6 hours
11. Suggest disabling asynchronous at 11:30 to cut down on confusion
12. Other
13. **Other**