**Staff Development/FLEX Committee Meeting**

**Wednesday, January 6th, 2021**

**Present –** Teresa Martinez, Kathy Gomez, Katie O’Brien, Sable Cantus, Brenda Harlow, Michaela Brehm

**Approval of Minutes -** The minutes of the December 16th, 2020 meeting were approved as submitted

**Spring Calendar Update**

Staff Development is aiming to get out an integrated Professional Development Calendar on our around FLEX Day, but this can be updated and added to throughout the semester.

* The RIO Talks speaker series is recommended to take place one Monday a month from 3:30pm – 4:30pm.
* R&R sessions will take place alternating Wednesdays and Thursdays the 4th week of the month from 3:00-4:30 (except for May which will be the 3rd week of the month).
* It is suggested that Mediation/yoga sessions be offered the 1st or 3rd week of the month. Ruthie will be asked for her preferred dates/times.
* The 2nd Friday of the month will be reserved for the classified focused drop-in discussions 12pm – 1pm.
* KDA faculty are thinking about putting together a fitness and wellness workshop once a month. We will get confirmation on this from Jenni Tanaka.
* Follow-up sessions will be proposed for those who attended the Engaging Students through Zoom where participants can share how implementation is working.

**Rio Talks update –**

* Teresa Dreyfuss approved $100 stipend or FLEX time to faculty who are willing to out on a talk
* Classified Staff will be able to get release time or overtime
* President Dreyfuss indicated managers could do this as part of their “work time.”
* Discussion ensued that managers are being treated differently and this should be looked at further.
* The committee reviewed the flyer that will be sent campus wide next week and made a few edits. In particular, it was suggested that there should be a mention that this is based on the model of TED Talks model.
* First deadline for submission is January 30th, 2021.

**Staff Recognition Roll out –**

* The committee suggested that Katie make the announcement of the Staff Recognition program however Katie will run this by President Dreyfuss.
* The time frame of the stories submitted should be within the year.
* Katie will put in a request to Marketing for a flyer.

**FLEX Day Breakout Proposals –**

* The committee reviewed the FLEX breakout proposals and feel that Karen Becks proposal need to be condensed and the Rosa Parks workshop needs to be resubmitted and tied in to the theme of FLEX day. The rest of the proposals were approved. Other proposals that come in will be emailed to the committee to vet.
* Katie put together a list of Asynchronous PD webinars/links that came from some faculty and will wait for more to come in and will do some more research to add to the list.
* The Asynchronous viewing of the morning updates and external PD webinars will be live until 12:30 pm FLEX Day.

This meeting adjourned at 3:30pm, with the next meeting to be on Wednesday, January 20th, 2021