**Staff Development/FLEX Committee Meeting**

**Wednesday, January 20th, 2021**

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

**Approval of minutes** – The minutes of the January 6th, 2021 meeting were approved as submitted.

**Review of RIO Talks Compensation & Proposals–**

-To ensure compensation for presenters is as equitable as possible, it was agreed that faculty would be credited FLEX, Classified staff could secure release time or overtimes, and Managers could do this as part of their regular time.

**-Angela Williamson – Activism Never Sleeps.**  – The committee thought this was an excellent topic to kick off our first “RIO” Talk and would be perfect fit for February given that it’s Black History Month.

**Mike Garabedian** – The committee is very intrigued by his proposal but wants a clearer description of the content.

**Glen Heap** – The committee will review the video before our next meeting and circle back to considering this proposal.

**Staff Recognition Roll Out –**

* Katie briefly mentioned the Staff Recognition program on her FLEX Day welcome video.
* The submissions will have to be submitted by the 10th of every month, so that the committee can vet at the next SD meeting.
* Katie requested Marketing to come up with a flyer to announce the programs and will also request certificates to hand out to those who get nominated. Having a rotating symbol for each award be passed from month to month to recipients was discussed. The committee was interested in this idea, however suggested implementation would need to wait until staff were safely back on campus. More discussion on this will ensue.

**Updates –**

**CSEA -** It was suggested for the CSEA sub-committee to meet to see who is going to facilitate the monthly Classified drop in sessions which will begin in March.

**Technology –** Sable has been meeting with FLEX Day workshop facilitators to go over Zoom/tech needs they may have.

**Leadership Academy –** Kelly will be calling a Steering Committee meeting to get back together and to discuss the Fall 2021 cohort and a potential alumni event for the spring.

**Engaging Learners through Zoom feedback –**

* Sable. Michaela and Brenda all said the session was enjoyable, engaging and valuable.
* The committee discussed whether it would be a good idea to offer this again and pay for it out of Staff Development funds. Participants were asked a question related to this so we will revisit once the evaluation results are available.
* Libby Curiel, who participated will be offering a FLEX day workshop on what she learned with potential additional follow-ups being considered later in the semester. Libby suggested a weekly meeting, however the committee thought a monthly “community of practice” might be preferable. More will be discussed.

**Spring FLEX Day Planning –**

* Almost all welcome videos and breakout sessions links are in.
* We will be having two Google docs confirmation pages for the PD links and for the FLEX Day morning welcome for faculty to get FLEX credit.
* Katie, Sable, and Brenda went over the FLEX Day Canvas shell.

This meeting adjourned at 3:30pm, with the next meeting to be on Wednesday, February 3rd, 2021