**Staff Development/FLEX Committee Meeting**

**Wednesday, February 17th, 2021**

**Present –** Katie O’Brien, Brenda Harlow, Teresa Martinez, Sable Cantus, Kathy Gomez, Lisa Sandoval, Sandra Rivera, Ruthie Retana, Michaela Brehm, Kelly Lynch, Jose Arroyo

**Notes from the 2-3-21 Meeting –**

* Integrated Professional Development Calendar – In addition to regular updates of the calendar available on the Staff Development website, “Coming Attractions” will be sent out weekly via email.
* Rio Talks - The committee selected the following proposals for the series beyond our February session:
	+ Dana Vasquez discussing Mindfulness apps
	+ Kim Mosely discussing Work Place Safety
	+ Kenn Pierson Geiger discussing “It’s up to rescue truth…”
* Sable has written up instructions and how now to avoid getting Zoom bombed
* FLEX Request -Alyson Cartagena asked that faculty receive FLEX credit for updating Outcomes for public consumption. The FLEX Committee determined that this was part of faculty members’ regular contractual duties and the request was denied.

**Minutes from 2-17-21**

**RIO Talks schedule –**

* Dr. Williamson will kick off our 1st RIO Talks with “Activism Never Sleeps” on 2/22/21
	+ Dana Vasquez will discuss Mindfulness Apps on 3/22/21
	+ Kim Mosely will discuss Work Place Safety on 4/19/21
	+ Kenn Pierson Geiger will discuss “It’s up to us to rescue truth…” on 5/17/21
* Katie asked if anyone could be part of the Zoom Rio Talks as a tech person just in case she needs some technical assistance. Ruthie suggested Renee Gallagos or Angie Tomasich.

**Nominations for “Rio Stars” and “Better Together”**

* The committee agree to review the first nominations together and make a decision as whether a subcommittee was needed in the future.
* The nominees are:
	+ Sheila Lynch nominated for “Better Together” for promoting OER adoption. While the committee felt this was a worthy nomination, it was agreed that it should be resubmitted as a “Rio Star” nomination.
	+ Cynthia Nunez nominated for “Rio Star” for being an excellent Interim Director of Human Resources. The committee did not believe the nomination offered met the criteria of showing someone going the “extra mile” and instead described that person’s existing job duties.
	+ HR department nominated for “Better Together” for implementing safety protocols and help with the transition to remote work environment. Again the committee wasn’t clear that this nomination illustrated the “above and beyond” criteria sought.
	+ Office of Distance Education – Nominated for “Better Together” for working long hours to transition to remote learning. The committee would like further details to flesh out the “significant contribution” made.

General discussion also included questioning of whether it was an appropriate time to roll out this Staff recognition program for the following reasons:

 -Many staff and programs have truly gone above and beyond

 -In a remote working environment it may be difficult to 1st truly know about the outstanding contributions

 others are making and secondly it will be a challenge to offer a meaningful “recognition.”

This conversation will be continued at the next meeting.

**Updates**

**CSEA**

* $6000 is left in professional growth monies and Sandra would like suggestions on what to use these funds for.
* The new CSEA drop-in lounge is coming in March on the 2nd Friday of each month. We need to know who is going to take the lead for March, April, May.
* Sandra brought up a request made by a manager for staff to front costs for a recommended training and then seek reimbursement afterward. As these are very difficult economic times, she felt this was not an appropriate ask. As Staff Development has ample funding available, it was agreed that our MCC representative will remind managers that grant money for trainings/workshops can be applied for to cover related costs for such events.

**MCC**

The group ismoving forward with the Strength Based Leadership series kicking off in April.

**Leadership Academy**

The Steering committee met and put a proposal together to give to President Dreyfuss to begin a new cohort for fall 2021-22.

**Integrated Professional Development Campus Plan** – Katie met with Caroline Durdella, Marie Eckstrom and Juana Mora to discuss an ASPEN Institute Professional Development grant to expand the Rio Hondo Teaching for Leaning Institute that would also support the new “Quality Focused Project” required as part of Accreditation.

**Distance Education**

Katie asked the committee if more money should be allocated for faculty stipends. It was agreed that an additional $3000.00 should be recommended for this purpose.

**Other**
Katie had a follow up meeting with some faculty who attended the “Engaging Learners through Zoom” session to discuss how to spread the knowledge of what was learned. That group decided on offering a series of “Happy Hacks” that would offer, quick half hour training tips that faculty could immediately implement. Katie requested that faculty be offered $100 stipends for creating/facilitating such sessions. Sable agreed that especially for adjunct faculty, this sort of compensation is an appropriate “carrot.” The larger committee did not agree to this and stated that faculty would earn the usual 2:1 FLEX Credit offered presenters.

**FLEX Update –**

* Spring “Day” FLEX inputting is ongoing and should be completed soon.
* FLEX Day workshops that were recorded need to be uploaded to a canvas shell or to the Staff Development website for viewing by those who attended different sessions. We will continue to discuss the best approach to this.

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