**Staff Development/Flex Meeting**

**Wednesday, 7-14-21 3:00pm – 4:00pm**

1. **Review Minutes from 6-2-21**

**II. Updates**

A. CSEA

B. MCC

 C. Technology

 D. Leadership Academy

 E. Distance Education

 F. Black Lives Matter/Anti-Racism Campus Conversations

 G. Professional Presentation Proposal Update

 H. Captioning Issue for Zoom Videos Uploaded to 3C Solutions

 I. Other

**III. HEERF/CRSSA Request**

A. Manager Professional Development Survey Update

 B. Other Requests (i.e. Annual “On Course” Institutes…”)

 C. Draft Request- $75,000 per year

 $15,000 for annual 3 Day Teaching Institute

 $10,000 to support “What every employee needs to know” events and efforts

 $50,000 to be accessed

 D. Other

**IV. FLEX Day Planning Update**

A. Report from 6/21/21 & 7/8/21 meeting with V.P.s and constituency group leaders:

 -Have all breakouts offered via Zoom so they can be recorded and made available later

 -Continue with “Campus welcomes/updates” to be recorded and made available at least 1 week

 ahead of time asynchronously. Presenters will be asked to send links by 8/11/21.

 -Seek a presentation that includes current Covid-19 protocols and guidelines, reviews the safety

 measures that have been taken, and covers new procedures faculty who will teach in person will

 need to know and make this available at least 2 weeks ahead of time. V.P. Miller will speak to the

 V.P. of Finance, the Director of Facilities and Marketing to solicit this.

 -Seek a recording from IT that explains the hows/whys of the new email cybersecurity measures and

 make this part of the Campus welcomes/updates.

 -Explicitly tie in theme in opening remarks to the 6 Success Factors identified by the RP group.

 -Explore a keynote that could speak to theme. As the deadline to submit items for Board approval

 is July 22nd, this may be an item that gets pushed to Spring 2022.

 -Pending guidelines from the Covid-19 task force, faculty and staff who want to come to campus

 that day can participate in offerings in their offices or perhaps in small pods.

 -If possible given OSHA recommendations, provide an outdoor boxed lunch of some sort.

 -V.P. Miller will speak with President Dreyfuss about including an enrollment update in her remarks.

 B. Draft Agenda Review (Attachment 1)

 C. Workshop Proposal Review (Attachment 2)

 1. Current

 2. Potential email approval

D. Items to be determined:

1. In lieu of keynote and one strand of breakouts, consider having discipline based guided

 conversations to explore and then commit to attempting one new engagement/reconnecting

 strategy in an online, remote, or live environment.

2. If boxed lunches approved, what should RSVP deadline be?

 3. If faculty/staff will be coming to campus, are there protocols to be aware of? Should they also

 RSVP and if so to whom? (i.e. Department Secretary/Dean or should we create a quick RSVP that

 captures this?)

 4. If faculty want to gather in pods, who/how to organize?

 5. Other

 **V. Other**