**Staff Development/FLEX Committee Meeting**

**Wednesday, August 4th, 2021**

**Present** – Katie O’Brien, Teresa Martinez, Sandra Rivera, Brenda Harlow, Alice Mecom, Brenda Harlow, Sable Cantus

**Approval of minutes –** The minutes of the July 14th, 2021 meeting were approved as submitted

**Updates –**

* The Amazon Zoom Professional Presentation order did not go through. Steven Kibui says that we can go ahead and move forward with the order through this year’s 21-22 budget. The committee agrees to the expenditure for this year. Teresa will work on the order soon.
* The New Faculty Success program will be moving forward and will be paid for through the Staff Development budget and will cost @$14,500 to pay for faculty and facilitator stipends.
* Technology update – Security training will be taking place in the near future.
* Katie asked if the committee about putting out a call for a fall “Rio Talks” series. It was agreed to move forward asking for proposals by the end of August and scheduling the sessions the 2nd Monday of every month from 4:00-5:00pm.
* Sable is consider putting in a request an institutional “Chief Information Technology Membership which would able the college to send teams of staff to useful annual conferences/training. The committee suggested that the first most appropriate venue to request this is via IT Director Gary Van Voorhis. If this doesn’t work, than a grant request could be considered.

**FLEX Day Planning –**

* Katie’s overview, the Cyber security and Covid-19 protocols videos will go live this Friday.
* Other asynchronous campus welcome and update videos, live remote breakout, guided department discussion, and division meeting links will go live Friday, August 13th, 2021.
* Katie will email Don Miller about getting a campus wide phone text out on instructions on how to log into the email.
* The committee reviewed the last of the workshop proposals and all were fine to have for FLEX day.
* The Guided conversations will have a few data points from Fall 2020 to use as a spring board for the group discussions
* To capture some of the discussion, we will ask faculty to note at least one new engagement and/or reconnection strategy they intend to implement in in the FLEX evaluation.
* EOPS is requesting to have a video highlighting the program on the FLEX day canvas shell. This didn’t seem a good fit for this fall. Sable suggested to have a link on Katie’s email (or other EOPS staff) so that anyone who wants to can view it.

**Other –**

* FLEX hours request from pat-time faculty Mary Kay Woudenberg to transform her modality from online to in person due to a last minute request. While the committee empathized with the additional work, it was determined that this was clearly class prep so couldn’t be counted for FLEX.

This meeting adjourned at 3:30 with the next meeting to be on August 17th, 2021.