**Staff Development/FLEX Committee Meeting**

**Wednesday, September 1st, 2021**

**Present** – Sable Cantus, Katie O’Brien, Teresa Martinez, Sandra Rivera, Kathy Gomez, Jose Arroyo, Lisa Sandoval, Alice Mecom, Michaela Brehm

**Approval of Minutes** – the minutes of the August 18th, 2021 were approved as submitted

**Updates –**

**Technology Training –**

Cyber security training will be taking place soon that will include how to report anything strange on your email, how not to open spam emails, and other general cyber security issues. This training will be mandatory.

**Leadership Academy**

Kelly will be setting up a meeting with Katie and Russell Castaneda-Calleros to do discuss an possible RHCLA professional alumni session this spring.

**Zoom presentation kits –**

Teresa sent an email to B&H photo for a quote and is waiting to hear back.

**Professional Development Survey –**

Katie sent out an all campus survey to gather input on what to offer this academic year.

**Rio Talks for fall –**

* The committee reviewed the new proposal from Bill Korf and Matthew Schleicher exploring how the Theater program created live, virtual performances and the Mike Garabedian and Glenn Heap proposals that were originally submitted last spring.
* The committee recommends offering these Talks to October-December on select Mondays from 4:00-5:00pm.

**Staff Recognition –**

* Per subcommittee recommendation, Sable Cantus was honored as a Rio Star for August and Elvira Aguilar from the Virtual Welcome chat will be honored in September. Her announcement will be out soon.
* There are no “Better Together” nominations that have been received at this time.

**Staff Development Grants**

* The committee approved a proposal from Sable via email to attend the virtual Cyber Security conference for $649. granted over email.
* Michelle Bean request for $495 to attend the NCCHC 2021 conference – The committee approves this in principle, however Katie will follow-up with President Dreyfuss to ensure that off campus, live events can now be supported by Staff Development as we have not done so since the pandemic began. If given the go ahead by President Dreyfuss, Katie will also ask Michelle if she’s willing to expand her dissemination plan by perhaps making a presentation at a MCC meeting, spring FLEX Day or perhaps for a RHCLA alumni event.

**Fall FLEX day initial evaluation feedback –**

* Faculty on the committee reporter that their group discussions went well.
* Jose said that the day seemed streamlined and well organized.
* The evaluation link will be closing soon and Katie will be sending a link to review responses to the committee before the next meeting.
* FLEX reporter is @ 50% updated with FLEX day activities.

This meeting adjourned at 3:15pm with the next meeting on Wednesday, September 15th, 2021