**Staff Development/FLEX Committee Meeting**

**Wednesday, September 15th, 2021**

Present – Teresa Martinez, Katie O’Brien, Sable Cantus, Brenda Harlow, Michaela Brehm, Kathy Gomez

Approval of Minutes – The minutes of the September 1st, 2021 were approved as submitted

**Updates –**

**Professional Presentation Kits –** Zoom kits have been ordered and we are waiting for approval from Accounting.

**Other –**

At our last meeting, Michelle Bean was awarded a grant for an in-person event. Because we hadn’t approved travel since the pandemic, Katie met with Teresa Dreyfus to ensure that we could make this change in policy moving forward. President Dreyfuss wanted us to continue with the no travel policy due to the Delta variant surge until spring. Committee members brought up that others were being approved for travel so wanted to explore this issue further. Alice Mecom agreed to meet with V.P. Miller his assistance in seeking more clarification on this and will report back.

**Fall Activities –**

* The RIO Talk schedule for the fall is as follows:

-Bill Korf & Matt Schleicher on “Creating Live Performance Online” - 10/11

- Mike Garabidian “Is There a Place for Special Collections in the Library – 11/8

- GlennHeap on “The Beauty of Imperfection” – 12/6

* CalWORKS Coordinator Diego met with Katie to discuss the idea of creating professional development podcasts. The committee felt that this was a great idea and after a lengthy discussion it was suggested that the best way to have to this come to fruition is for Diego to put in a grant request for a pilot project to include equipment needs, a stipend for time, and potential topics. Katie will speak to Diego if he will be interested in putting in a proposal.

**Professional Development Survey review –**

* There were 102 responses
* The topics receiving the most interested responses were –
  + Managing return to campus anxiety
  + Strategies to reengage and reconnect with students
  + Strategies for effectively serving students with disabilities
  + What is the employee roll in promoting equitable outcomes?
  + Communicating in the mists of conflict
  + Learning about other areas of the campus
  + Wellness
  + Technology training – zoom, Google docs, etc.
* Most people would like to do remote zoom workshops
* Friday and Thursdays are most popular days, morning and afternoons work to attend
* Jose will speak to Connie Gutierrez director of DSPS about putting a workshop. Kelly Lynch is also willing to offer a session as well. It was suggested that one session could focus on faculty, and the other on staff.
* Katie will speak with Denna Sanchez and Glenn Heap about facilitating a workshop on the Anxiety topic.
* Katie may also put out a call to faculty to do a Happy Hack on reengaging and reconnecting with students.

**Summary of FLEX Day Evaluation –**

* We had 320 responses
* The overall configuration of the program met the vast majority of respondents needs.
* The workshops with the most number of students were as follows:
  + Recording and Editing your Videos with TechSmith
  + Engaging Students in Remote and Online Classes
  + Rising up After Covid-19 Losses
  + Fighting Online Disinformation
  + Taking your Zoom to a Higher Level
* Many people would like to see at least some portions of FLEX Day remain available asynchronously.
* The discipline based discussions seemed to be of value for most.
* Kelly like the fact that the morning session is Asynchronous and suggest to keep the updates and morning session Asynchronous in a post pandemic world
* More to be discussed on this topic at the next meeting

This meeting adjourned at 3:30pm with the next meeting to be on Wednesday, October 6th, 2021