**Staff Development/FLEX Committee Meeting**

**January 19th, 2022**

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

**Minutes** – The Minutes of the January 12th, 2022 meeting were approved as submitted.

**Updates**

**CSEA -** Lisa Sandoval and Kathy Gomez will be hosting the CSEA Lounge for Spring FLEX Day.

**Tech Training –**

* The 1st session of Podcast Institute went well and had 17 participants.
* The microphones ordered for Zoom the kits may not work consistently well. Sable and Teresa will be working on returning them and getting new updated ones.

**Leadership Academy –** Kelly islooking for a classified graduate of the Academy to participate on a panel for the spring FLEX day workshop.

**Flower Darby’s “Stronger than Before” Three Part Spring Series**

* Katie will mention these workshops in her FLEX overview.
* They beautiful flyer was created by Jose Arroyo.

**Podcast Theme Ideas –**

* Interview employees who began their career/education journeys at a community college
* Covert Rio Talks to a podcast series
* Strength Based Leadership podcast
* For the spring 2022, Staff Development will focus on the Rio Talks idea.

**Spring FLEX Day planning –**

* The Canvas module will go live next week as the committee agreed that it would be better to wait until all asynchronous recordings are available before sending out an announcement to the campus.
* Katie was able to get the large Zoom meeting license for our FLEX morning keynote and Sable agreed to help with the technology for this event.
* The committee reviewed the Canvas module.

Meeting adjourned at 3:30pm, with the next meeting to be on February 2nd, 2021.