**Staff Development/FLEX Committee Meeting**

**Wednesday, December 1st, 2021**

**Present –** Teresa Martinez, Katie O’Brien, Michaela Brehm, Sable Cantus,

**Approval of Minutes –** The minutes for November 3rd & 17th, 2021 were approved as submitted.

**Updates –**

**CSEA –** Trauma training for classified will be taking place December 15th & 16th, 2021. The 1st training will be on employee trauma with three, one-hour sessions each day, with like groups taking the training together. Part two of the training will cover care of students that have experienced trauma and will take place in January.

**Professional presentation proposal –** Order has been processed and will be delivered soon

**Technology training –** Campuswide mandated security training will be taking place soon.

**AB361 –** We will continue to meet remotely – committee all agrees.

**CRRSSA request –** Katie got in a CRRSSA request for $50,000 over the next two years to enhance faculty pedagogical tools to promote student equity and success. These funds would cover keynotes, workshops, faculty stipends and other related costs. Additionally, she requested $10,000 for two annual CSEA staff development days. The final request was to purchase pod cast cart and kits.

**Follow-up with Dr. Norman** – Katie requested a meeting to discuss the potential of bringing “trauma training” to faculty and managers but nothing has been scheduled yet.

**Pod-Cast Institute -** Two sessions will take place on January 13th and 20th. The participants need to attend both sessions. This is open to everyone on campus.

**Dr. Flower Darby and Diego Navarro –**

$9,500 for Dr. Darby keynote on FLEX Day with 3 follow-up workshops.

$18,000 for Diego Navarro to offer FLEX keynote with 3-4 follow-up workshops.

Katie suggested that if funding allows, we have Dr. Darby for spring and Diego. Navarro for the fall.

**FLEX –**

* Today is the deadline for adjunct to get in the fall FLEX day hours. We will extend the deadline one week and Teresa will email the deans to advise them about the extension.
* Spring FLEX day planning is still up in the air. Katie will be meeting the administration tomorrow to see if the FLEX day will be fully virtual.

This meeting was adjourned at 3:15pm, with the next meeting to be on December 15th, 2021