**Staff Development/FLEX Committee Meeting**

**Wednesday, April 20, 2022**

**2:30pm – 3:30pm**

**Present** – Katie O’Brien, Sable Cantus, Sandra Rivera, Alice Mecom, Michaela Brehm, Kelly Lynch, Brenda Harlow, Jose Arroyo, and Lisa Sandoval.

**Approval of the Minutes** – The minutes of the April 6, 2022 meeting were approved

**Updates**

**CSEA**- Kathy, Sandra, and Lisa will meet with VPs Miller and Dixon-Peters to discuss input for increasing FTEs.

 **Professional Presentation Proposal Update-** Teresa, Katie, and Sable will meet to assemble packages; at the next staff development meeting we will brainstorm a list of possible users.

**Budget**

**Staff Development Grant Requests-** Low cost grants for a Human Resources retreat ($495.00) and Lawrence Seymour to attend the ACTLA conference ($250.00) were approved by the committee.

**Podcast Kit Request Update-** A timely response from President Dreyfus was not received following the request made by Katie. We will have to wait to request the mobile podcasting kit until the budget for the following year is known.

**Other**

**By-Laws Update Request – Add Human Resources designee to committee-** After a discussion by this committee, it seemed a number of committee members see the upside of having an HR designee attend Staff Development/FLEX Committee meetings. However, as this is a committee of the Academic Senate, it was requested that the role of the HR designee be more clearly defined and the Academic Senate be consulted about the request as well.

**FLEX Meeting**

**FLEX Deadline May 1st!**

This meeting adjourned at 3:03pm with the next meeting to be on Wednesday, May 4th, 2022