**Professional Development/Flex Meeting Minutes**

**9/18/24 2:30pm – 3:30pm Zoom and In Person in LR 128**

Present: Katie O’Brien, Brenda Harlow, Kathy Gomez, Teresa Martinez Cameron English, Sandra Rivera, Adam Wetsman, Joe Cascio

**Meeting commenced at 2:30pm**

**I. Minutes** from 8/7/24 and Notes from 9/4/24 were approved.

**II.** The committee welcomed its new MCC representative, Joe Cascio, Dean of Kinesiology and Athletics.

**III. Updates**

A. CSEA – Plans are to moving forward with the Strengthquest project for classified staff. Katie will

contact Dr. Kieth Hall regarding his availability and fees.

B. MCC – Additional Emergency Preparedness training has been provided to management.

C. SanFACC Mentor Program – Rio Hondo hosted an orientation with 22 attendees. Alicia Kruizenga is

 serving as a mentor, while Molly Morin and Veronica Rodriquez are mentee participants.

D. Culturally Responsive Pedagogy Library Collection - Jose Arroyo created a beautiful flyer

highlighting 14 titles funded last year by the state set aside. Participants can earn FLEX for time spent exploring these books.

**IV. Grants**

A. Human Resources Group Learning Grant Request- approved for $572.00 for an Escape Room team building activity.

B. Johnny Johnson Small Grant Request- approved for $230.00 for The RP Group Conference.

**V. Other**

A. Proposed text changes to Title V regulations regarding the FLEX Calendar were discussed. Major

 changes include allowing districts to negotiate required Professional Development time for staff and

 managers, in addition to Faculty.

B. Katie and Kelly Lynch will offer a Fall R & R session on, Friday, 11/15/24 10:00-12:00 via Zoom.

C. The Program Plan is due October 11. This will be discussed further at the next meeting.

D. Ideas for fall offerings – Sandra suggested a workshop on how to effectively serve as a chair in the

classified hiring process, which now involves co-chairs working with managers to reach consensus on successful applicants. It’s crucial for committee members to facilitate discussions and represent their committee’s sentiments persuasively. Training would help ensure that discussions are constructive and not dominated by the loudest voices.

Sandra also suggests a retreat in the Spring for team building as there are so many new employees at the college.

Adam suggested a forum to learn objective information on the ballot measures this election cycle.

**FLEX Meeting**

**I. Fall Convocation Day Evaluation Review**

A. General observations - Most feedback indicates that the majority found the sessions valuable. In particular, the Disaster Preparedness session was experienced as effective, and many showed an appreciation of the variety of breakout sessions.

B. Recommendations for future planning of PD/Convocation Days:

 -Continue to seek presenters who offer interactive workshops that keep participants engaged

-Continue to include short breaks for longer morning sessions

-Continue to offer remote and in person participation options.

**II. FLEX Reporter-** Everything has been input for the fall Convocation Day.