**Professional Development/Flex Meeting Minutes**

**Wednesday, 08/07/24 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

Meeting commenced at 2:30pm

**I. Minutes** from 7/10/24, approved.

**II. Updates**

A. CSEA – N/A

B. MCC - N/A

C. Technology - N/A

D. Leadership Academy - N/A

E. Distance Education - N/A

F. Retiree Project Final Product – Have a date to send it out to retirees.

G. Other - Faculty books on culturally responsive pedagogy, purchased with state funds, would be distributed to the faculty via Diego Silva's Convocation Day workshop and Mike Garabedian’s newsletter and Katie O Brien’s weekly updates.

**III. Other**

A. Committee representation next year – A. Wetsman will ask Don Miller if MCC will appoint a new member to the committee.

**FLEX Meeting**

**I. Fall Convocation Day**

A. Updated Agenda Review- discussed the logistics of an upcoming board meeting. Confirmed that the boardroom and an additional room could accommodate around 100-150 people each, and the breakfast would be held in the lobby on the 5th floor. President preferred not to introduce new employees at this meeting, but rather wait until a more diverse group was present in the spring.

B. Breakout Sessions Review - 12 proposals for the upcoming program, highlighting the diverse range of employees who can participate. RSVPs indicating whether attendees would be present in person or via Zoom.

C. Canvas Module - Introductory page, a page for breakout workshops, and a page for division meeting information. Brenda Harlow will help ensure the module pages are accessible.