



Flex Advisory Committee Meeting MINUTES

Friday, October 25, 2019 | 1:30 PM – 3 PM | C-217

Present: Jason Robinson, Valerie Foster, Bakhtawar Bhadha, Helen Au, Nicholas Hatch, Roger Yang, Shelagh Rose, Kirsten Ogden, Mikage Kuroki

Absent: Linda Valencia, Michaela Mares-Tamayo, Felisia Mitchell, Dyan Miller

Minutes Issued By: Natalie Pacheco

Discussion/ Decisions Made:

I. Approve Minutes

1. Review and approval of minutes for October 11, 2019.
 - a. Motion to approve: S. Rose. Second: H. Au. Abstentions: K. Ogden, B. Bhadha, N. Hatch. Approved.

II. Share Information

1. Flexible Calendar Program Coordinator
 - a. N. Hatch will serve as the Interim Flexible Calendar Program Coordinator until the position is permanently filled.

III. Discuss/Develop/Decide

1. Norms for Working Together
 - a. Committee members reflected on what they felt was needed for them to do their best work within the space of this committee. Notes were collected and will be compiled for review at the next meeting.
2. Spring 2020 PD Day
 - a. Theme
 - i. The committee agreed that it is useful to have a theme for Professional Development Days.
 - ii. Members agreed to set a new theme for each Fall PD Day and then keep that theme for the following Spring PD Day (Thus, there is no need for the committee to pick a new theme for Spring 2020 PD Day).
 - b. General structure for the day
 - i. The committee agreed to the rhythm of having a keynote speaker at Fall PD Days and not having one at Spring PD Days (Thus, there will not be a keynote speaker at Spring 2020 PD Day).
 - ii. The committee discussed the idea of orchestrating some form of resource fair at Spring 2020 PD Day. After much conversation, the committee decided to not move forward with this idea for Spring 2020 and instead to continue developing it for Fall 2020 PD Day.
 - iii. The committee set a tentative schedule for Spring 2020 PD Day that included: division time/classified activity in the morning, three rounds of breakout sessions throughout the day, and an evening program for adjunct faculty.
 - c. Committee work assignments
 - i. This agenda item was postponed.
3. Fall 2020 PD Day
 - a. This agenda item was postponed.



Announcements

- The next Flex Advisory Committee meeting will be on November 7, 2019 in C-217 from 1:30pm – 3pm.