FLEX Committee Regular Meeting
December 3, 2009

Minutes These Minutes Have NOT BEEN APPROVED BY THE COMMITTEE

Present: Marlys Cordoba, Vicki Donaldson, Tony Osa, Roberto Mazariegos, Patrice Thatcher-Stephens, Eric Young, Joe Zagorski
Absent: Valerie Roberts

Review of FLEX/Staff Development Proposals
The committee reviewed and evaluated three FLEX/Staff Development Proposals. Proposals were approved for funding according to established guidelines. One proposal was referred to the faculty member making the submission for additional information.

Review of Analysis & Documentation of FLEX/Staff Development Activities
The committee reviewed and approved funding for six reviews.

January FLEX Activities
The Committee reviewed and discussed proposed January FLEX Activities. Activities will include:

- FLEX Workshops January 6, 7, and 8, 2010
  - Wednesday January 6th 1-4:00 PM Understanding the Brown Act
    3 Hours and 1 Day FLEX Credit
  - Thursday January 7th 9-11:30 AM The Faculty Inquiry Project
    2.5 Hours and 1 Day FLEX Credit
  - Thursday January 7th 12-4:00 PM Curriculum Development
    4 Hours and 1 Day FLEX Credit
  - Friday January 8th Times TBA
    Etudes
    Analysis of Student Success

Formatting and Content of FLEX Proposals and Analyses
The committee continued discussion of the requirement that FLEX documents be submitted using the online format rather than in hand written form. Pursuant to the change of procedure, Proposals and Analyses submitted in handwritten form after the last FLEX Committee Email will be returned to the faculty member.

The committee continued discussion of the requirement that a minimal level of commitment to college standards and procedures be reflected in both FLEX Proposals and Analyses. Documents which do not adequately address sections 1-6 of the Proposal form will be returned, as will documents which do not include sufficient analysis and documentation of the activity.

The next scheduled meeting of the FLEX Committee is February 4, 2010 in DLC 1.