LAS POSITAS COLLEGE
STAFF DEVELOPMENT COMMITTEE
DECEMBER 7, 2009
2:30 P.M., ROOM 1603

(Approved) Minutes

Present: Rita Carson, Dyan Miller, John Ruys, Jeff Sperry, Catherine Suárez, Paul Torres

Excused/Absent: David Everett, Greg Johns, Ann Jones

Guest: Dr. Pollard

1. **Call to Order**
   2:35 p.m.

2. **Agenda**
   Agenda approved as written.

3. **Mandatory Flex Days – Dr. Pollard**
   Dr. Pollard joined the committee to discuss mandatory flex days and to request one be considered for Spring. It was her hope a discussion can be had on the accreditation report results. Other potential [future] topics proposed were H1N1, ethics, and campus visioning. A brief discussion regarding the current faculty contract in the context of Staff Development and the role of the Calendar Committee occurred. Dr. Pollard noted she would like to see consistent mandatory flex days each academic year; one per semester. After a brief discussion regarding which day of the week would be best given faculty instruction schedules, it was determined either a Tuesday or Friday will work best.

   The topic of exploration into the creation of a flex committee, which would include members of the Staff Development Committee as well as Calendar Committee, arose. It was noted there is somewhat of a "disconnect" and confusion between variable flex and mandatory flex calendaring; the guiding principles regarding mandatory flex should be coming from Staff Development. An additional item being explored is the current state language regarding mandatory flex days and how it compares to the faculty contract. It was suggested other institutional approaches be looked at with regards to mandatory flex days. In conclusion, it was determined March 12, 2010 will be set aside as a mandatory flex day. John noted he will communicate this to faculty. In the meantime, John will work with Dr. Pollard on determining how the day will be crafted. It was reported that faculty who do not attend will be docked one (1) sick day. In closing ideas for Convocation Division Day topics were highlighted: Blackboard 9, CurricuNet, grants, or a multicultural activity.

4. **Good of the Order**
   No items.

5. **Adjournment**
   The meeting adjourned at 3:45 P.M.