

# Flex Day report

Marc Perkins - Chair, Flex Activity Committee  
October 16, 2018

## Upcoming Flex Days

- Thursday, February 21, 2019 & Friday August 23, 2019

## Spring 2019

Will be run much like prior days

- Same type of format - session proposals accepted from any campus member.
- Extending the event into the evening. We had more than 90 people attending sessions during both evening hours in Spring 2018.
- Part-time faculty who have Thursday classes must attend for the number of hours that their class was cancelled.
- Includes breakfast, lunch, and dinner options.

With a few proposed changes (*all tentative for now - to be discussed at the next Flex meeting*):

- Wellness sessions, field trips, and department focus groups may be scheduled only during certain time-slots.
- The number of sessions that run during any one time-slot may be limited; if we have more submissions than time-slots, we will select based on a published rubric.
- Instead of a keynote, we may have a one or two hour block where only a few “heavy hitter” topics are offered. Think of it as “three or four simultaneous keynotes.”
- Tracks will be created, with similar sessions running in the same room where possible.
- Evening sessions will be limited in number, and hand-selected.

## Cornerstone: new in Spring 2019!

The district chose Cornerstone Learn as the professional development tracking system for all three colleges. This system will replace Sched, and bring with it some key abilities:

- Integration with Banner and our single-sign-on system.
- Built-in mechanism for electronic attendance tracking.
  - Session *presenters* will electronically log attendance. No attendance sheet!
- Every campus member will be able to view a transcript of sessions they attended.
- Session feedback will be done electronically through Cornerstone.

## What can you do to help?

- **Volunteer to test out Cornerstone!** We plan to run a “mock” Flex Day in November in Cornerstone, and would like Academic Senate folks to volunteer to test both the presenter and the attendee side of the system (*no actual sessions will be held*).
- **Send Marc suggestions on “heavy hitter” topics** that would be of interest to a broad swath of the campus. What would the faculty like to see?

- **Keep proposing all the awesome sessions** that you've been doing, and **keep thinking of innovative things to do on Flex Day**. Flex Day is a success because the whole campus is coming together to make it great!
- Find a third faculty member to participate on the committee as an Academic Senate representative.

## Timeline for Spring 2019 Flex day

- Session proposals to go out by the end of this month
- Session proposals due: TBD (possibly as early as mid December)
- Schedule set / goes live in Cornerstone: Mid to late January

## Makeups

Deans will contact those faculty who did not complete their Flex obligation in Fall 2018 in the coming weeks. Makeups do not need to be completed until the end of spring. More information, including makeup forms, is available [on the Portal](#).

Makeup timeline:

- March 1, 2019: Deadline for submitting a plan for how you will make up the hours
  - This plan can be submitted anytime ... no need to wait.
  - Plans must be approved *before* the makeup activity is carried out.
- April 30, 2019: Deadline for submitting the "work completed" form to verify that you have completed your makeup activity.

## Historical information

	April 27, 2017	August 25, 2017	February 15, 2018	August 24, 2018
# of events	41	90	118	118
# of sessions (excl. food / social)	36	88	116	115
# of posters	-	-	6	13
Speakers	55	103	152	133
# of Sched.com registrations	130	619	798	611
Single-timeslot sessions (excl. food)	Keynote (Craig Smith), wrap-up	Kickoff, union hour, wrap-up	Keynote (Free speech panel)	Kickoff / Keynote, union hour
Social / food	Breakfast, lunch, off-campus wrap-up	Light breakfast, lunch, wrap-up	Breakfast, lunch, posters, dinner	Coffee social, lunch, happy hour
Event hours (for credit-worthy events)	8:30am - 3:45pm	8:45am - 3:50pm	8am - 8:45pm	8am - 5:45pm
	<i>Optional attendance</i>		<i>Some part-time faculty obligated</i>	<i>Poster session during lunch</i>

## Fall 2018 attendance and evaluation results

Analyses not completed by IE yet.

### Fall 2018 highlights

- Poster session was a huge success - lots of attendance, sharing, and learning over lunch! See picture to the right.
- Flexible hours were a hit - people were able to customize their hours to their needs, from starting at 8 to staying until 6.
- Our first student-oriented session: Jill Parsell ran a “Student Orientation for Success” for Human Anatomy, a challenging course.



### Flex Activity Committee

Committee composition suggested in CFE contract.

Name	Title	Representing (appointing agency)	Appointment date
Marc Perkins	Professor, Biological Sciences	Flex Coordinator (VP of Instruction & Academic Senate)	2017-03-21
Claudia Montoya-Andrews	Professional Development Coordinator	Classified employee in staff development (President)	2017-03-15
Robin O'Connor	Professor, Kinesiology and Athletics	Academic Senate 1	April 4, 2017
Dawn Nicewarner	Part-time instructor, Chemistry	Academic Senate 2	April 4, 2017
		Academic Senate 3	
Julie Wells	Instructor, Biological Sciences	Coast Federation of Educators representative	May 2017
Cecilia Schreyer	Lab Coordinator - Chemistry	Coast Federation of Classified Employees	April 2017
Maricela Sandoval	Student Equity Program Coordinator	Management 1 (President and CDMA)	2017-03-22
John Taylor	Dean, Library & Learning Support	Management 2 (President and CDMA)	2017-03-22
		Student (ASOCC)	

Non-voting members (not listed in CFE contract)

- President's Office liaison: Thuy Nguyen
- Classified Senate Representative: Jasmine Nguyen

## Upcoming Flex Activity Committee meetings

Friday October 19, 2018 9:00 - 10:15am

Mid November

Mid December

Mid January

## Flex information online

- Public-facing Flex Day Portal page for the campus:
  - <https://occportal.orangecoastcollege.net/Departments/Administration/pd/SitePages/Flex%20Day.aspx>
- Internal-governance Flex Activity Committee page on the Portal:
  - <https://occportal.orangecoastcollege.net/Committees/flex-activity/SitePages/Home.aspx>
- Make-up forms for those who need them
  - <https://occportal.orangecoastcollege.net/Committees/flex-activity/Faculty%20Guide%20to%20Flex%20Day%20Requirements/Faculty%20Guide%20to%20Flex%20Day%20Requirements%20-%20all%20in%20one%20for%2018-19.pdf>
- O-drive (O:/flexday) storage (and access by all) of core Flex documents
  - Meeting minutes, programs, evaluation data, etc., all sorted by Flex Day.
- All historic Sched.com event pages are still live.
  - <https://fallflexday2018.sched.com>
  - <https://springflexday2018.sched.com/>
  - <https://fallflexday2017.sched.com/>
  - <https://springflexday2017.sched.com/>

## Comments, questions, etc?

Contact Marc Perkins at [mperkins@occ.cccd.edu](mailto:mperkins@occ.cccd.edu) or 714-432-5847.