

DATE: February 7, 2023

TO: Citrus College Colleagues

FROM: Greg Schulz, Ed.D., Superintendent/President
Jeremy Clark, Academic Senate President
David Colindres, Classified Employees

RE: **FLEX Day 2023 - February 21, 2023**

Welcome to the start of a new semester! We hope that each of you and your families are well as we begin the spring semester. As we prepare to welcome our students back to campus, both in-person and in an online environment, we thank each of you for all the support you provide to our students and your colleagues. This support from our Citrus College family helps our students grow and thrive as they pursue their academic and career goals.

As we begin the spring semester, please know that faculty and staff across our campus have been working hard to ensure that the entire campus community has the support they need. Thank you to our grounds and facilities staff, TeCS team, Online Education team, and support staff throughout administrative services, academic affairs and student services for all they have done to help make the spring semester a success.

The health and safety of our campus community and the success of our students remain our highest priorities. In preparation for on-campus classes and activities, please know that the college continues to follow established COVID-19 protocols consistent with requirements and recommendations from the County of Los Angeles Department of Public Health (Public Health). Students attending classes/activities on campus or working on campus are required to download the free Citrus College Mobile App and complete the brief, daily pre-screening questions. Students have been directed to notify their instructors if they receive a red pass. This information will be shared with all students and employees once again as we begin the spring semester.

We are pleased to share that this year's Flex Day will be held in-person on Tuesday, February 21, 2023 in the Campus Center. We thank our Faculty Learning Institute and Classified Development Committee for their efforts to plan and coordinate these opportunities. The various workshops that are planned are designed to inform and inspire us, as we work together to serve our students and help them achieve success.

The detailed agenda for Flex Day is attached and can also be found by visiting the following link: <https://www.citruscollege.edu/staffdev/Pages/FlexDay.aspx>.

As you will see after viewing the Flex Day agenda, the day will begin in the Campus Center for breakfast followed by welcome comments and introductions. Our morning session workshops will begin at 9:15 a.m. and continue until 12:00 p.m. Following lunch in the Campus Center, our afternoon session workshops will be offered from 1:45 p.m. - 3:00 p.m. Please refer to the program for specific information regarding workshop topics, times, locations, and presenters.

As you may know, February 21 is included as one of the 175 faculty contract days. All full-time faculty members are to attend six hours of workshops. In addition, classified professionals are being supported with release time to attend any of the day's activities, provided that all offices remain open. Classified professionals are encouraged to coordinate their attendance with their supervisors prior to February 21, to ensure that each office maintains adequate coverage. Managers and supervisors are encouraged to participate throughout the day as well.

Flex Day is a great way to kick off our collaborative efforts for 2023. We look forward to working with you to make this a year in which we set important milestones, transform the lives of our students and achieve success for the entire Citrus College community.

Thank you for joining us!