



CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT



Report on Variable Flex Activities

Instructions: **Part 1 (Due Nov 15)** - Please state your Variable FLEX plan for this academic year. Turn this form in to the Administrative Assistant to the Professional Development Committee by the due date. This form must be approved by the PDC Coordinator prior to completing Part 2.

Part 2 (Due May 15): Please report, in brief, on your approved variable flex activities using the same form you submitted in November. Include the time spent on each activity, and the degree to which the activity met your expectations with regard to the intended outcome. Submit the completed report to the Administrative Assistant to the Professional Development Committee. The PDC Coordinator will forward the report to Academic Services documenting your fulfillment of your Variable FLEX obligation.

Deadline for Report: Report(s) must be submitted by May 15th or the end of the Academic Year to the Administrative Assistant to the Professional Development Committee.

Name of Faculty Member: _____

Division: _____

Date Submitted: _____

Part 1: My Variable FLEX Plan for this Academic Year (attach additional sheets as needed). Please be specific.

Part 2: Brief Description of Activities Completed (attach additional sheets and/or documentation, as needed):

Time Spent on Flex Activities: _____ hours **Date(s) of Activities:** _____

Faculty Signature: _____ **Date:** _____