

Grossmont College Faculty Professional Development Contract

Fall
 Spring 20____

Grossmont College is a learning institution AND our ongoing learning – as employees of the college – is prioritized and funded by the state through what is known as the Flexible (FLEX) Calendar Program which affords us the opportunity to designate ten days of the teaching year for “staff, student, and instructional improvement” (California Ed Code, Title 5, sec 55720). As emphasized within the “Guidelines for the Implementation of the Flexible Calendar Program” (produced by the Faculty Development Committee of the Academic Senate for California Community Colleges in cooperation with the [State] Chancellor’s Office Program Staff), “the flexible calendar program should be linked to the goals and mission of the college” (14) and “is primarily intended to facilitate faculty improvement of the instructional program” (18). The Guidelines, as well as the policies and practices affiliated with the professional development program can be found at the “Policies” tab on the PD Webpage.

Submitted by _____ Department _____

Check the boxes that apply:

- Full-Time Faculty: (Twenty hours of professional development activities must be documented per July 1 – June 30 year).
- Full-Time Faculty: EXTRA-PAY (One hour of Professional Development activities for each hour of instruction and lab per week).
- Part-Time Faculty: (Required hours: one hour of Professional Development activities for each hour of instruction and lab per week).

A. FLEX-Week Professional Development Workshops / Activities

[see “Calendar” at www.grossmont.edu/pd]

Activity	Date	# of Hours
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

B. During-the-semester Professional Development Opportunities at Grossmont College

[see “Calendar” at www.grossmont.edu/pd; may include 5 Faculty Office Hours per term]

Activity	Date	# of Hours
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

C. Independent Professional Development Activities

- Off-Campus conference/seminar/workshop
Title of event _____ # of Hours _____
6 hrs/day maximum
A Conference Attendance Request must be completed and approved prior to your departure.
- Special Project: Title of Project _____ # of Hours _____
A memo describing the project must be completed and approved by your Dean prior to its completion.
Approved: _____ Date: _____

TOTAL HOURS _____