

Each Discipline Facilitator may receive 8 hours of Flex credit for services provided to RCCD in this position. However, faculty may NOT receive Flex credit AND credit towards their institutional service. Please submit this form to melissa.harman@rcc.edu. If you wish to receive above 8 hours of credit, please submit an additional individual request in FLEXTracker.

Name of the discipline facilitator FLEX credit:

Name of the discipline you facilitate:

Academic year during which you are requesting credit for:

Duties completed while discipline facilitator:

Please select which of the following criteria this event will meet (check all that apply):

1. Course instruction, and evaluation, including assessment
2. Staff development, in-service training, and instruction of improvement
3. Program and course curriculum or learning resource development and evaluation (e.g. Program Review training, curriculum review)
4. Student personnel services
5. Learning resources services
6. Student advising, guidance, orientation, matriculation services and student, faculty and staff diversity training
7. Department or division meetings, conferences, and workshops, and institutional research
8. Other duties as assigned by the district
9. Other: that contribute to the improvement of instruction, administration or student services.

For Office Use Only:

Approved:_____ **Date:**_____

Initials of FD Committee

Chair: