

RCC FLEX Sign-In

Event Name: _____

Date: _____

Time Period: _____

Location: _____

Presenter(s): _____

PLEASE PRINT YOUR NAME CLEARLY SO YOU MAY RECEIVE FLEX CREDIT.

**FLEX credit is not available if you attend during your regular instruction and/or office hours.

Name	Department	Full-Time or Part-Time Faculty
1.		FT P/T
2.		FT P/T
3.		FT P/T
4.		FT P/T
5.		FT P/T
6.		FT P/T
7.		FT P/T
8.		FT P/T
9.		FT P/T
10.		FT P/T
11.		FT P/T
12.		FT P/T
13.		FT P/T
14.		FT P/T
15.		FT P/T

Please return these sign-in sheets to Sydney Minter, who will enter the event into FLEX Tracker on behalf of full-time faculty. Sydney.Minter@rcc.edu located in the Glen Hunt Center.

Part-time faculty should email FacultyDevelopment@rcc.edu to report professional development hours.

For Office Use Only:

Which of the following objectives will be met (check all that apply):

1. Course instruction and evaluation, including assessment
2. Staff development, in-service training, and instruction 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 resource 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 improvement of instruction, administration, or student services