

**YUBA COMMUNITY COLLEGE DISTRICT
2010-2011 Flex Documentation**

Name: _____ ID # _____

College: _____

Div/Dept: _____

SUBMITTING COMPLETED ACTIVITIES /PROJECTS: This document may be used as a cover page to submit completed activities/projects and back up documentation.

FLEX WORKSHOPS should not be reported on this form since Flex credit is granted based on sign in sheets.

DOCUMENTATION REQUIRED: items submitted for Flex credit without the proper documentation attached will be considered incomplete and returned to the faculty member. For the types of documentation required, please refer to the Eligible Flex Activities and Required Documentation worksheet on the Flex web page at www.yccd.edu/flex.

DEADLINES: The last day for full-time and adjunct faculty to earn flex credit is May 15, 2011, with documentation due no later than the last day of the spring semester. Activities must occur between July 1st and May 15th of the Academic Year in which they are due.

Term	District or College Committee Membership	Requested Hours
Dates	Activities and Projects Completed	Requested Hours
Total Hours Requested		

LAST DAY TO EARN FLEX: MAY 15, 2011 DOCUMENTATION DUE NO LATER THAN : MAY 25, 2011

COMPLETION STATEMENT: The undersigned faculty member verifies that all of the activities listed on this form have been undertaken and completed.

Faculty Member Signature: _____ Date _____

Flex Committee Signature Approval: _____ Date _____