



Report on Variable Flex Activity

Instructions: Please report, in brief, on your approved variable flex activities. Include the time spent on each activity, and the degree to which the activity met your expectations with regard to intended outcome. Submit the completed report with signed copy of your Proposal to your Administrator for his/her review. The Administrator's office will forward the report to Academic Services for documenting your fulfillment of your flex time obligation.

Deadline for Report: Report(s) must be submitted by the end of the Academic Year or June 30th with prior approval of the administrator.

Name of Faculty Member: _____

Division: _____

Date Submitted: _____

Brief Description of Activity Completed (attached additional sheet, if necessary):

Time Spent on this Activity: _____ hours **Date(s) of Activity:** _____



Report on Variable Flex Activity

Evaluation: Did this activity meet your expectations with regard to intended outcome?

Yes Not entirely

Comment(s) (attached additional sheet, if necessary):

Submitted by: _____
(Signature)

Date: _____

Reviewed by: _____
(Administrator's Signature)

Date: _____

Administrator's Comments, if any (attached additional sheet, if necessary):

Reference: Articles 8C.1, 29B.b, 29D, 29D.2 – Faculty Collective Bargaining Agreement