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| NAME OF COMMITTEE | Flex Advisory Council |
| TYPE OF COMMITTEE | Advisory Body to the Senate |
| COMMITTEE CHARGE | To make recommendations on faculty professional development policies, procedures, activities, and opportunities which will enhance job performance, personal growth, and social interaction, including recommendations regarding the flexible calendar. |
| TASK, GOALS, & OBJECTIVES <i>(optional)</i> | <ul style="list-style-type: none"> • Make recommendations regarding changes to policy and procedure surrounding Flex, the flexible calendar, and faculty professional development. • Make recommendations on professional development opportunities provided to faculty • Educate faculty, staff, and administrators on the role of the Flex Calendar Program. • Review and make recommendations surrounding Flex in accordance with Title 5 (Tile 5, § 55730, Article 2, subchapter 8 of Chapter 6). • Work within a shared governance environment and oversee the tasks necessary to implement the Flexible Calendar Program. • Assist with developing the yearly Flex Calendar Program. • Administer a needs assessment to faculty members at least every three years. • Use the needs assessment to make recommendations for professional learning activities. • Maintain and update the BC Flex Information and Guidelines document which includes a list of acceptable Flex activities for faculty. |
| SCOPE OF AUTHORITY | The Flex Advisory Council is responsible for making recommendations on professional learning activities (Title 5, Section 55730(e)), including policies and procedures. The recommendations are based upon a comprehensive planning process that includes needs assessment and evaluation. The committee assists the Flex Coordinator in the tasks necessary for implementation of the Flexible Calendar Program. |
| PROVIDES REPORTS TO | Academic Senate, College Council, and Professional Development Committee |
| COMMUNICATES WITH | VP Instruction and BC community |
| MEMBERSHIP | <p>All the following are voting members unless otherwise specified: Co-chaired by one Faculty Representative (Faculty Flex Coordinator) and one Administrative Representative (Dean of Instruction - Library & Academic Technology preferred or Director of Academic Technology and Professional Development).</p> <p>3 Faculty Representatives (one from Academic Technology) 1 Classified Representative</p> |
| ALIGNMENT WITH ACCREDITATION | ACCJC Standard 1: Institutional Mission & Effectiveness (1.2) ACCJC Standard 3: Infrastructure & Resources (3.2) |

Reviewed by Executive Board, 4/23/25
Approved by Academic Senate, 4/30/25
Effective Date: