

DVC FULL-TIME FACULTY ACTIVITIES AGREEMENT

Instructor: _____
 (Please Print)

Division Dean: _____
 (Please Print)

Flex Obligation for Full-time (A) Load Faculty:		
Nexus Hours	50 hours - first year tenure track faculty	
Full-time Hours	40 hours - second year tenure track faculty	
Full-time Hours	30 hours - every year thereafter	
Fall AC Hours	See Fall AC Flex below	
Spring AC Hours	See Spring AC Flex below	
TOTAL FLEX HOURS OWED =		

Instructors fulfill their contractual flex obligation (both A and AC) by:

1. Attending Flex workshops as a participant or presenter (presenters receive double flex hours).
2. Participating in scheduled Division/Department meetings during designated Flex days each August and January.
3. Participating in a Division/Department approved Flex Activity.
4. Participating in Variable Flex or Special Projects (special projects need advanced approval from the Staff Development office).

Full-Time Over-Load (AC)

One hour of Flex is owed for every hour of instruction in a week on obligatory days. The number of hours of obligation for each semester is equal to 1 hour for every hour you teach on the following days:

- **Fall 2015 Flex obligation:** for instructional hours taught on **Saturday and Sunday**
- **Spring 2016 Flex obligation:** for instructional hours on **Monday, Tuesday, Wednesday, Thursday, Saturday and Sunday**

Please be sure to sign and return this form to your division office by May 27, 2016.

Activity	Date	Location	Hours

Instructor _____ Date ____/____/____

Division Dean _____ Date ____/____/____