

Email completed form to: flexcalendar@cccco.edu

The revised change may impact your colleges Term Length Multiplier used for calculating college apportionment. This form and any questions regarding the college's Term Length Multiplier should be addressed to the **Chancellor's Office's Finance and Facilities Planning Division** at fiscalstandards@cccco.edu.

The signature of the Superintendent/President/Chancellor on this form Indicates that this college is certifying that all the information submitted for this requested Flexible Calendar change is accurate and true and meets all of the conditions of the California Code of Regulations. Required Certification:

- Agreements and records are maintained for each employee who performs flex activities in-lieu-of classroom instruction. The number of hours of flex activities is at least equal to the classroom hours from which the employee is released, plus associated hours of out-of-classroom responsibilities (55726).
- Attendance accounting data as requested, for purposes of calculating the flex adjustment, are reported to the Chancellor's Office Fiscal Services Unit (55728).
- An assessment of needs and a plan of activities are developed annually (55730).
- Records of participation are maintained, and evaluation is conducted annually (730).
- A flex advisory committee including faculty, students, administrators, and other interested persons meets regularly to make recommendations (55730).

District	College(s)
Flexible Calendar Change	
<p style="text-align: center;"><u>CURRENT</u> scheduling configuration</p> <p>a) Compressed Calendar (16 week semester)</p> <p>b) Traditional Calendar (18 week semester or 10 week quarter)</p> <p>c) Modular scheduling for all or part of the courses within the traditional semester, quarter, or academic year</p> <p>d) Courses scheduled for student enrollment on an open entry-open exit basis</p> <p>e) Courses scheduled independently of any term configuration</p> <p>f) A combination of any one or more of the configurations in (a) through (e)</p> <p>Current Academic Year Current Instructional days 175 Day Rule (title 5, section 58120) Current Flex Days</p>	<p style="text-align: center;"><u>NEW</u> scheduling configuration</p> <p>a) Compressed Calendar (16 week semester)</p> <p>b) Traditional Calendar (18 week semester or 10 week quarter)</p> <p>c) Modular scheduling for all or part of the courses within the traditional semester, quarter, or academic year</p> <p>d) Courses scheduled for student enrollment on an open entry-open exit basis</p> <p>e) Courses scheduled independently of any term configuration</p> <p>f) A combination of any one or more of the configurations in (a) through (e)</p> <p>New Academic Year New Instructional days 175 Day Rule (title 5, section 58120) New Flex Days</p>

Name and Title of Superintendent/President/Chancellor

Date

Signature