The purpose of the flexible calendar is to provide time for faculty to participate in development activities that are related to staff, student, and instructional improvement. All activities must

1. Be non-compensated
2. Be above and beyond regular contractual duties, and
3. Take place outside of normally scheduled hours/class

*Title 5, Article 2, Flexible Calendar Operations, Section 55724*

1. Course Instruction and evaluation
   - Visitations of alternative disability sites
   - Conferences - community, state & national - regarding disability models regarding methodology/instruction

2. Staff development, in-service training and instructional improvement
   - Present informational workshops
   - Attend disability workshops
   - Off-site workshops
   - Review disability-related videos
   - Internet perusal/disability journals of selected disability topics

3. Program and new course curriculum or learning resource development and evaluation
   - Development of new curriculum related to disability management
   - Participating in on-line classes
   - Off-site visitations to disability agencies
   - Attending conferences
   - Participation within professional organizations (non-union)

4. Student personnel services
   - Diagnostic and prescriptive programming
   - Life space interviewing for disabled students

5. Learning resource services
   - Investigate, evaluate and implement disability learning resource services within other colleges, agencies and other disability service providers

6. Related activities, such as student advising, guidance, orientation, matriculation services, and student, faculty and staff diversity
   - Participation in disability advisement, registration, career/academic guidance and disability management
   - DSP&S recruitment and orientation within the RHC district

7. Departmental or division meetings, conferences and workshops, and institutional research
   - Annual FLEX department meetings
• Off-campus department meetings
• CAPED Conferences
• ADLD Conference
• CEC meetings
• Region 8 disability meetings
• Orton-Dyslexic meetings
• Frostig Institute visitations
• State Department of Rehabilitation conferences/meetings
• Other disability conferences

8. Other duties as assigned by the district
   • Attendance at disability fairs and seminars
   • Disability awareness functions and events
   • Participation in RHC English holistic scoring sessions
   • Updating DSP&S reading, writing and math lab

9. The necessary supporting activities for the above - Not to exceed 6 hrs/semester for Full-time Faculty and 3 hrs/semester for Part-time Faculty
   • Review current literature relating to disability adaptive software
   • Review disability models within other districts, organizations, internet workshops, conferences, networking with disability agencies

* Part-time Faculty may receive FLEX credit for attending department meetings and course revisions