

8.S Flex Days

Flex Days are included in the 175-day academic calendar.

*[Note: District proposal included language about "faculty compensation is already included in salary schedule." We removed that language, since it's redundant with 2.a, below.]*

**1. Flex Activities and Definitions**

**a. Professional Development Flex Activities**

"Professional Development" flex activities include workshops and meetings held at CCSF that are **approved by the Professional Development Committee.**

**b. Independent Flex Activities**

"Independent" flex activities are those activities relevant to professional growth or to faculty assignment, and include workshops, conferences, seminars, individualized study, research, or other work that is not part of a faculty member's regular assignment. These flex activities can take place on the planned Independent Flex Day or at any time during the semester.

**2. Attendance, Reporting and Compensation**

*[Note: Accepting District proposal that faculty will report absence as sick time instead of making up flex activities at another time.]*

**a. There shall be no additional compensation for participation in Flex activities.**

**b. Faculty who are absent on the Professional Development Flex Days are required to report their absence using regular absence procedures, including using sick leave.**

**1. Faculty who use sick leave during Professional Development Flex Days will have appropriate time deducted from their sick leave balance.**

**2. In cases where a faculty member has exhausted their sick leave, pay will not be docked. The absence will be considered a deficit against future sick leave accrual.**

**c. Faculty utilizing sick leave or other leave provisions during a Professional development Flex Day will have their Flex obligation reduced accordingly.**

**d. All faculty shall submit reports of their flex activities on Flex Report Forms or online.**

### 3. All Faculty Flex Attendance Requirements

- a. Surplus Professional Development activities will be applied to Independent Flex requirements.
- ~~e. Faculty whose work or other ongoing obligations outside of CCSF conflict with CCSF-scheduled Professional Development flex activities may substitute Independent flex activities for Professional Development flex activities.  
[Note: Agree to cut this language because of 2.c, above.]~~
- b. Extra flex activity hours cannot be carried over to the next academic year.
- c. Department meeting attendance cannot exceed five (5.0) hours of flex credit per semester.
- d. As part of the College's commitment to an inclusive and non-discriminatory workplace, faculty are expected to participate in **diversity equity-minded** workshops or other flex activities covering subjects such as disability discrimination, gender bias, homophobia, ~~and racism,~~ **and implicit bias** offered on Professional Development Flex days or as part of one's Independent Flex activities. The District will provide an adequate number and variety of opportunities for such workshops.  
*[Note: District had proposed requiring diversity workshops. Although AFT is sympathetic to the goals of such a requirement, we are not clear about how much would be required, or over what time-period. It's not clear how this requirement can be made to work for faculty who have radically different flex obligations.]*
- e. Faculty flex day workshop presenters earn double credit for every hour they present.

### 4. Flex Activity Requirements for Full-time Faculty

- a. Five (5) hours of flex activity are required per flex day.
- b. Faculty on partial-load leave are required to perform a portion of flex day hours proportional to their workload.
- c. Full-time faculty are obligated to attend department meetings held on Professional Development flex days, ~~except as covered by 8.S.3.c above.~~  
*[Note: Agree to cut this language because of 2.c, above.]*

### 5. Flex Activity Requirements for Part-time Faculty

- a. **All part-time faculty are encouraged to participate in Flex activities.**

## b. Required Flex Days

1. Part-time faculty with semester-long assignments are required to participate in all Flex days that coincide with the normal day of their assignment.

*[Note: This line should meet the same goals as the 2<sup>nd</sup> and 3<sup>rd</sup> bullet-point of the 3/7/2018 District proposal. We hope that is it shorter and clearer.]*

~~2. Part-time faculty with short-term assignments are required to participate in all Flex days that coincide with the normal day of their assignment, within the following guidelines:~~

~~• Short-term assignments that include the first week of the semester will include flex days at the beginning of the semester.~~

~~• Short-term assignments that span a flex day will include that flex day.~~

~~*[Note: District had removed short-term assignments from the proposal. Most of the grievances over flex days concern short-term classes, and it is important that we clarify their status in our contract.]*~~

~~3. In all cases where part-time faculty are required to engage in flex activities, those Flex days are part of their assignments.~~

~~*[Note: This is important to state, since some chairs include them and some do not. It should not be up to the whim of the chair or coordinator whether a faculty member is eligible for professional development activities.]*~~

## c. Required Hours

1. Part-time faculty whose assignments include flex days must ~~make a good-faith effort to~~ attend scheduled flex day activities, including department meetings, held during their normally scheduled work hours on that day.

2. If there are no scheduled Flex activities during a part-time faculty member's regularly scheduled work hours, the faculty member will be considered to have met their Flex obligation for that day. Pay will not be reduced.

3. Ancillary assignments are excluded from ~~the calculation of~~ regular hours for this purpose.

4. No part-timer will be required to work more than five hours in one flex day.

*[Note: The District proposed a section 6, which would allow administration to unilaterally deduct sick leave from faculty who failed to report flex activities. We believe this unreasonable and does not match how other reporting requirements are handled at CCSF. For instance, if a faculty member is late with SLO reporting, they might receive email or a phone call about it.]*

