Five Factors of Flex Eligibility

1. The activity does not significantly overlap contractual position duties and obligation language. The greater the overlap, the less likely the proposed activity is to be flex eligible.

2. The activity clearly demonstrates a distinctive learning opportunity that provides for the expansion of knowledge over and above that which is expected for maintenance of professional currency. The more the activity represents a unique learning and/or distinctive opportunity, the greater the flex eligibility factor.

3. The activity represents the expansion of knowledge in an area not already incorporated in past professional development. If this is an area of continued exploration in an area previously incorporated, please explain why this is needed.

4. The activity demonstrates an exploration in discipline or interdisciplinary knowledge and/or currency in one's field and its clear and direct connection to student learning. These activities might include attendance at a regional, national, or international conference or workshop, writing and/or editing of a published article or book, attendance of a graduate/post-graduate level course, etc.

5. The activity provides an opportunity to develop new professional relationships and develop insights with faculty and professionals outside of other available contractual and flex opportunities. Examples might include making connections with same-discipline faculty at other institutions of higher education, making connections with community members in the field or in education, etc.