NORCO COLLEGE
PROFESSIONAL DEVELOPMENT WORKSHOP PROPOSAL

Event Title: _____

Short Description:

Presenter(s)*: _____
Contact Person: _____
Contact Email: _____
Contact Phone: _____
Prior to submission, classified staff presenters must coordinate their workshop schedule with their direct supervisor.

Scheduled in R25?

Yes   No

Are you requesting FLEX approval:

Yes   No

If so, FLEX event connects to: (check all that apply)

☐ Improvement of Teaching

☐ Maintenance of Academic/Technical Knowledge and Skills

☐ In-Service Training (Vocational Ed and Employment Prep)

☐ Retraining

☐ Intersegmental Exchange Program

☐ Development of Innovations in Instructional and Administrative Techniques and Program Effectiveness

☐ Computer and Technological Proficiency Programs

☐ Course and Training Implementing Affirmative Action and Upward Mobility Programs

☐ Other activities determined to be related to educational and professional development pursuant to criteria establish by the Board of Governors of the California Community Colleges, including, but not limited to, programs to develop self-esteem

Event Date: _____
Event Location: _____
Event Start Time: _____
Event Duration (for FLEX): _____

CONNECT WITH STRATEGIC PLANNING:
Which of the 7 Strategic Goals does this event relate to? (check all that apply)

☐ Increase Student Achievement and Success

☐ Improve the Quality of Student Life

☐ Increase Student Access

☐ Create Effective Community Partnerships

☐ Strengthen Student Learning

☐ Demonstrate Effective Planning Processes

☐ Strengthen Our Commitment to Our Employees

☐ None of the Above

Please submit your completed form to the
Instructional Programs Support Coordinator
at least two weeks before your event.

OFFICIAL PDC USE ONLY: *Professional Development Workshop:* Approved	Not Approved	*Date of Action:*	
FLEX Workshop (if requested): Approved	Not Approved	Electronic	PDC Meeting