

El Camino College/Compton Center Professional Development Updates

Name Changes

Professional Development Office formerly Staff Development Office

We are changing our name to Professional Development Office; however, we'll still provide the same services.

Professional Development Reporter (PDR) formerly FLEX Reporter

The program is utilized by all employees, so the name change more accurately reflects the function.

Individual Project Proposal (IPP) formerly Individual Activity Proposal

There appeared to be confusion over when to submit an Individual Activity Proposal and when to submit a Conference/Off-Campus Workshop/Other. We are hoping the name change from activity to project will better define the purpose.

Individual Projects are generally not single events, but projects that take place over a span of time, i.e. the semester, year. Projects have measurable objectives that relate to faculty, staff or students and/or instructional improvement. Individual Project Proposals (IPP) must be approved by the dean and require the faculty member to sign-off once the project is completed.

Please refer to the matrix on the back to assist in reporting various types of activities.

Professional Development Reporter Updates

We are starting our second full year using Professional Development (FLEX) Reporter. The program has certainly made the workload in the Staff Development Office more manageable. And, for the most part faculty have adapted to it relatively easily. Besides the name changes mentioned in this document we have added a new feature.

New Feature – Retrieve Employee ID

Can't recall your Employee ID? You can now retrieve it from the login in page,

