

The background features a series of concentric circles in light gray, some solid and some dashed, creating a ripple effect. A large red speech bubble is centered on the page, containing white text.

Welcome to the LBCC  
Vision Resource Center (*VRC*)

**Requesting Flex Credit**

Requesting Flex  
Credit will be  
done in the VRC

Welcome, Stephanie, to Faculty Professional Development Learning!

# LONG BEACH CITY COLLEGE

Welcome to Long Beach City College's Professional Development Homepage in the VRC

Our LBCC portal is part of the system-wide Vision Resource Center (VRC). The VRC is a learning and connection platform for all employees of the California Community College system. Our portal of the VRC is just for our LBCC employees and faculty which we offer and report on Professional Development.

To find learning opportunities go to "Learning" and to connect with colleagues across the state or colleagues at LBCC go to "Communities"

Faculty, if you have question or need support with FLEX activities, please reach out to FPD

**LEARNER HOME** **TRAINING SEARCH** **CALENDAR** **MY TRANSCRIPT** **REQUEST FLEX CREDIT**

**What is the Vision Resource Center?**

**REALIZE the Vision for Success**

**Your Action Items**

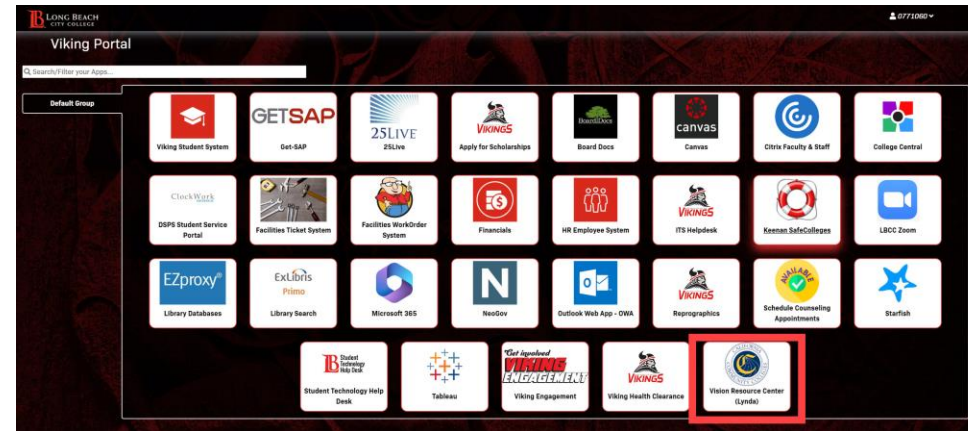
	Due Date
View: 00000 - New FPD Testing (Starts 9/8/2023 8:30 AM)	None
Mark Completed: Test Exam for Flex Request	None

**Training in Progress**

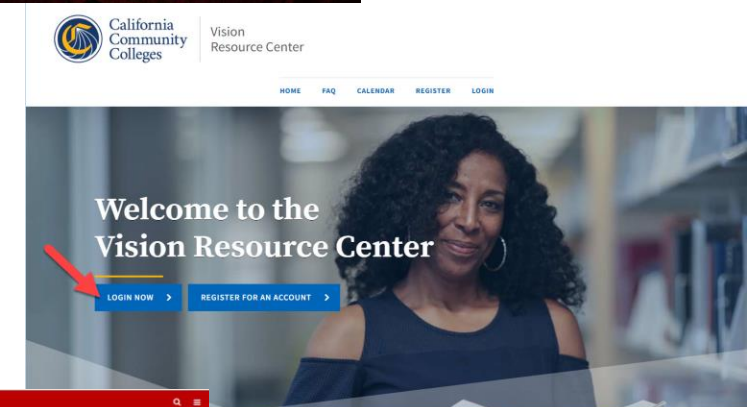
No Training in Progress

The Faculty Professional Development Committee will review all Flex Request. For urgent request, please email [FPD@lbcc.edu](mailto:FPD@lbcc.edu) to let us know that you have submitted your request.

- Log into the Viking Portal



- Log into the VRC



- Click on the "Request Flex Credit" icon



Complete the  
Flex Request  
form

## Add External Training

### FLEX PROPOSAL FORM

Submit a Flex Request through the Vision Resource Center to request flex credit for internal and external professional development activities. Please **PLEASE READ THE INSTRUCTIONS** before completing this form. Incomplete Flex Requests will not be reviewed.

*All Vision Resource Center activities & pre-approved internal (LBCC) flex activities do not require this flex request form.*

\* = Required

Language

English (US)

Title of FLEX Activity \*

Purpose of Activity \*

Activity Location \*

Activity Dates \*

Start Date

End Date

MM/DD/YYYY



MM/DD/YYYY



FLEX Hours Requested \*

Hours

Minutes

0

0

LBCC - Start Time \*

Enter Text

LBCC - End Time \*

Enter Text

LBCC - Attendee or Presenter \*

☒ Attendee

☐ Presenter

Attachment(s)

Drag and drop files here or

Select a file

Cancel

Submit

# Complete all sections

## In the Purpose section:

- List any additional presenters
- List if event takes place on multiple dates or at multiple times
- Include location or Zoom link

## Add External Training

### FLEX PROPOSAL FORM

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\* = Required

#### Language

English (US) ▼

#### Title of FLEX Activity \*

Name of Flex Event

#### Purpose of Activity \*

List the learning content. Describe what faculty will learn through this activity and how this information can be applied in classroom instruction and/or contribute to faculty professional development.

**Include the names of additional presenters.**  
*If event takes place on multiple dates, list each date and time here.*

#### Activity Location \*

Room or Zoom link



# Complete all sections

## Reminders:

- Events max at 6 hours
- Select *Sponsoring/Presenting*
- Attach any supporting documents
- Click Submit

### Activity Dates \*

Start Date

MM/DD/YYYY



End Date

MM/DD/YYYY



Date of event

### FLEX Hours Requested \*

Hours

0

Minutes

0

Each event has a max  
of 6 hours

### LBCC - Choose Event Topic or Topics \*

- ☐ Diversity/Equity/Inclusion/Accessibility
- ☐ Health & Wellness
- ☐ Online Teaching
- ☐ Student Learning Outcomes
- ☐ Curriculum Development
- ☐ Instructional Technology
- ☐ Leadership & Management
- ☐ Student Services & Support
- ☐ Compliance
- ☐ Other: must identify below

You may select multiple  
topics that will be covered

### LBCC - Other: must identify topic

Enter Text

### LBCC - Start Time \*

Enter Text

### LBCC - End Time \*

Enter Text

### LBCC - Attendee or Presenter \*

- ☐ I attended/will attend a non-LBCC sponsored Flex Event
- ☒ I will be sponsoring/presenting an event at LBCC for Flex Credit

Be sure to select sponsor a Flex event!

### Attachment(s)

Drag and drop files here or

Select a file

Attach any additional  
information that will assist  
the FPD Committee.

Cancel

Submit



Once Requests are approved, Flex events will be listed on the "VRC Calendar" to be visible to all LBCC faculty and staff.

Flyers and other distribution material can be emailed to [FPD@lbcc.edu](mailto:FPD@lbcc.edu) to be sent out to faculty and included in the FPD Newsletter.