Approval of Faculty Release

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| --- | --- | --- |
| Faculty member: | Name & phone#: | Signature: |
| G#: |
| Purpose of Release: |  | |
| Explain rationale/need for release: |  | |
| Amount of release (fraction of FTE and course load): |  | |
| Duration of Release: |  | |
| Cost Center (ORG) paying for release: |  | |
| Other comments if applicable: |  | |
| Manager of ORG funding the release: | Name & phone#: | Signature: |
| Division Dean responsible for filling sections released: | Name & phone#: | Signature: |
| Attach this form as a cover sheet to the Faculty Release Request and, if appropriate, FDC Agreement | | |
| Dean of Instruction: | Name & phone#: | Signature: |
| Campus President: | Name & phone#: | Signature: |
| **Approval:** |  |  |
| VP for Academic and Student Affairs | Name: | Signature: |

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For Faculty Department Chairs, the Compensation Agreement, found at: <http://intranet.pcc.edu/resources/professional-development/faculty-dept-chair/> must also be attached to this form.

Following VPASA Approval, this form **and the associated Faculty Release Request Form**, found at: <http://www.pcc.edu/resources/academic/faculty-release/> will be forwarded to the Campus President, who will ensure the data is entered into Banner.