**MOORPARK COLLEGE**

**FULL-TIME FACULTY**

**PROFESSIONAL DEVELOPMENT TRAVEL FUNDS**

**OPT-OUT FORM**

**Please note: “OPT-IN”** is the default if you choose not to submit this form. Your contractually- obligated $100 professional development funds as stated in section 8.7D of the AFT 1828-VCCCD Contract will be pooled for the purposes of faculty travel/conference grants for the fiscal/academic year 2019-2020. To obtain funding, you will be required to apply to the Professional Development Committee using the Full-Time Faculty Development-Travel Funds Activity Proposal Form. Request for funded professional development will be awarded sequentially based upon receipt of completed paperwork until pooled funds are exhausted.

By checking this box, then signing and returning this form, I **OPT-OUT** to pooling my contractually-obligated $100 professional development funds. In choosing to opt-out, I understand that I will not be eligible to apply for opt-in, pooled funds.

NAME (PRINT): DIVISION

SIGN:

DATE:

**Return form to the Professional Development mailbox in the Administration Building.**

DUE DATE MAY 9, 2019