



Academic Meeting Reimbursement Form

Faculty to Faculty Meetings: Dual Enrollment will compensate dual enrollment instructors and SC Faculty counterpart \$50 each for participating in a meeting regarding course content & delivery. This is limited to 2 faculty to faculty meetings per course section per semester.

Academic Meeting/Professional Development- Dual Enrollment will compensate dual enrollment instructors \$50 per academic meeting such as a division meeting or for attending a faculty liaison hosted professional development event. This is limited to two event per semester.

Activity Information

What activity did you participate in?

Faculty to Faculty Meeting Division Meeting Professional Development Other

Date/Time/Location of Meeting/Event: _____

Dual Enrollment Instructor Name: _____

SC Faculty Member Name (for Faculty to Faculty Meetings): _____

Provide a Brief Description/Purpose of the Event:

Faculty to Faculty Meeting ONLY:

Curriculum (i.e. Review alignment, SC course outline, etc.), Schedule (i.e. Are there enough ours to complete the course?) Textbook Review (i.e. Is the current textbook sufficient?) Other (Please describe below)

High School Approval Signatures

Dual Enrollment Instructor

Date

SC Faculty Member or Faculty Liaison

Date

ECEP Director

Date

Sign and submit form to ecep@shastacollege.edu by **May 22, 2026**