MSJC Faculty Flex Submission Workflow

**Review for Accuracy and Flex Compliance**

- **Start**
- **SB Submit**
- **HX Exceeds Max Hours**
  - Yes: Fix and Resubmit
  - No: Exceeds Max Hours?
    - Yes: CR Department Chair Review
      - Approve?
        - No: CX Department Chair Rejection
    - No: Full Time?
      - Yes: FR Flex Coordinator Review
      - No: Approve?
    - Approve?
      - Yes: FX Flex Review Rejected
      - No: Fix and Resubmit

**Track for Completion, Approval for Payment, and Contract Obligation**

- **AS Academic Senate Receipt**
  - **AR Academic Senate Pending Completion**
    - Received?
      - Yes: Completed?
      - No: Full Time?
        - Yes: CMP Submission Review Complete
        - No: AD Vice-president of Instruction
          - Approve?
            - Yes: PS Approval to Pay Audit Datestamp
            - No: CMP Submission Review Complete

**Key to Colors and Shapes**

- **User Events**
- **Calculations**
- **Evaluation and Decision States**
- **Approvals**
- **Error States**
- **Process Completion States**