

COURSE PROPOSAL FORM

Osher Lifelong Learning Institute (OLLI) at Sierra College

TERM: Spring 2023 | DATES: (Mon) February 6 – (Fri) May 12

INSTRUCTOR INFORMATION

***Please Update My Information:** ☐

First Name:		Last Name:					
Address:		City:		ST:		Zip:	
Phone:		Email:					

✓ **Check Box That Applies to You:** I am a ... NEW Instructor ☐ **or** RETURNING Instructor ☐

If you are a **NEW Instructor** (or are missing, or need to revise, your instructor biography on our student registration website) please provide the following (along with a photo of yourself if we don't have one):

A BRIEF BIOGRAPHY, INCLUDING DEGREES HELD AND TEACHING EXPERIENCE, IN BOX BELOW (FOR PUBLISH):

COURSE INFORMATION **Proposed Course Title:** _____

Course Description: **IN 80 WORDS OR LESS, PLEASE TYPE COURSE DESCRIPTION IN BOX BELOW (FOR PUBLISH):**

Course Outline: **Use simple outline format with topics & subtopics (Not for Publish). TYPE BELOW:**

Course Outcomes: **What will the student think or do as a result of taking this class? (Not for Publish) ANSWER:**

✓ **CHECK APPLICABLE BOXES/TYPE BELOW:** **Note:** Please use our Field Trip Proposal Form for Field Trips

Type: ☐ Face-To-Face (Meets In-Person/On-Ground) **or** ☐ Online (Meets Online via Zoom)

Type Primary Subject Area (**choose from subjects listed below**): _____

Secondary/Cross-listed Subject Area (**check all that apply below**):

- ☐ Arts
- ☐ Field Trips
- ☐ History
- ☐ Science
- ☐ Civics
- ☐ Film
- ☐ Humanities
- ☐ Travel Tuesday
- ☐ Communications
- ☐ Geography
- ☐ Literature and Writing
- ☐ Wellness and Fitness
- ☐ Family History
- ☐ Government and Politics
- ☐ Music
- ☐ Other: _____

INSTRUCTOR PAY

☐ I would like to volunteer my time to the OLLI Program **or** ☐ Pay me (\$35/hour) for my instruction

SCHEDULING PREFERENCES – DAYS, DATES, AND TIMES

OLLI Spring 2023 courses will be scheduled between **Monday, February 6th – Friday, May 12th; with no classes scheduled on February 17th (F) & 20th (M)** (closed for Presidents Day) & on **April 4th (M) – 7th (F)** (closed for Spring Break). Courses run Monday thru Friday.

Are there any days, dates, or times that you cannot teach during the Spring 2023 Term? Please indicate those here: _____

Number of Class Sessions – How many classes in total for the course? _____

Duration of Class Sessions – How many minutes and/or hours is each class meeting? _____

Total hours of the course (all sessions from start to end): _____

✓ **CHECK BOXES/TYPE RESPONSES FOR CLASS SESSION SCHEDULE PREFERENCES BELOW:**

Proposed Schedule Class session(s) meet...	Desired Day(s)	Desired Time	Desired Dates
One time lecture	Monday	Morning	Spring 2023 Term Dates (choose preferred date range) 2/6 – 3/17 <u>or</u> 3/20 – 5/12 *No classes: (F) 2/17 & (M) 2/20 (Presidents Weekend) *No classes: (M) 4/3 – (F) 4/7 (Spring Break) Preferred Start date: _____ End date: _____
Weekly	Tuesday	Afternoon	
Bi-Weekly	Wednesday	Any	
Monthly	Thursday	Preferred	
Any	Friday	Start time: _____	
	Any	End time: _____	

Type/Share Any Additional Scheduling Comments in this Box:

LOCATION PREFERENCE (**for Face-to-Face courses**):

Rocklin Campus

Roseville Center – Vernon Street

Nevada County Campus – Grass Valley

Twelve Bridges Library – Lincoln

Other: _____

AUDIO/VISUAL REQUIREMENTS (**check all that apply below**):

Computer/VCR/DVD Player/Monitor/Projector


CD Player

Internet Access


White Board

EMAIL COMPLETED FORM

NOTE: After saving to your device, send completed form by email to Shari Smith at: ssmith@sierracollege.edu

To – **Save** 
Click disc icon to Save form



To – **Print** 
Click printer icon to Print form



Thank You for Your Interest in Teaching with OLLI at Sierra College!