

**NOTE:** Click the blue text fields to begin typing. Proceed orderly (to go forward to next field, press  on keyboard).

# COURSE PROPOSAL FORM

Osher Lifelong Learning Institute (OLLI) at Sierra College

TERM: Spring 2027 | DATES: (Mon) February 1 - (Fri) May 7

|                                |  |                                            |                 |
|--------------------------------|--|--------------------------------------------|-----------------|
| <b>*INSTRUCTOR INFORMATION</b> |  | <b>*Banner ID # (if known / 9 digits):</b> |                 |
| First Name:                    |  | Last Name:                                 | Middle Initial: |
| 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

→ **Course Title (GOES HERE):** \_\_\_\_\_

**COURSE DESCRIPTION FOR WEBSITE:** (THIS DESCRIPTION CAN BE A BIT LONGER AND MORE DESCRIPTIVE)

|  |
|--|
|  |
|--|

**COURSE DESCRIPTION FOR PRINT CATALOG:** (SHORT DESCRIPTION ABOUT 25 WORDS OR LESS)

|  |
|--|
|  |
|--|

✓ **CHECK APPLICABLE BOXES/TYPE BELOW:**

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

**Primary Subject Area for Print Catalog (check subject area listed below / type subject, if Other):**

|                                         |                                                  |                                                 |                                                  |
|-----------------------------------------|--------------------------------------------------|-------------------------------------------------|--------------------------------------------------|
| <input type="checkbox"/> Arts           | <input type="checkbox"/> Field Trips             | <input type="checkbox"/> Humanities             | <input type="checkbox"/> Special Interest Groups |
| <input type="checkbox"/> Civics         | <input type="checkbox"/> Film                    | <input type="checkbox"/> Literature and Writing | <input type="checkbox"/> Travel Tuesday          |
| <input type="checkbox"/> Communications | <input type="checkbox"/> Government and Politics | <input type="checkbox"/> Music                  | <input type="checkbox"/> Wellness and Fitness    |
| <input type="checkbox"/> Family History | <input type="checkbox"/> History                 | <input type="checkbox"/> Science & Technology   | <input type="checkbox"/> Other: _____            |

**Additional Subject Areas for Website (check all that apply below):**

|                                         |                                                  |                                                 |                                                  |
|-----------------------------------------|--------------------------------------------------|-------------------------------------------------|--------------------------------------------------|
| <input type="checkbox"/> Arts           | <input type="checkbox"/> Field Trips             | <input type="checkbox"/> Humanities             | <input type="checkbox"/> Special Interest Groups |
| <input type="checkbox"/> Civics         | <input type="checkbox"/> Film                    | <input type="checkbox"/> Literature and Writing | <input type="checkbox"/> Travel Tuesday          |
| <input type="checkbox"/> Communications | <input type="checkbox"/> Government and Politics | <input type="checkbox"/> Music                  | <input type="checkbox"/> Wellness and Fitness    |
| <input type="checkbox"/> Family History | <input type="checkbox"/> History                 | <input type="checkbox"/> Science & Technology   | <input type="checkbox"/> Other: _____            |

→ Do you consent to Record your Online-Zoom OLLI classes with us? ☐ Yes **or** ☐ No **or** ☐ N/A

### **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 2027 courses will be scheduled between Monday, February 1 – Friday, May 7; with no classes scheduled on (F) February 12, (M) February 15, (M) March 22 – (F) March 26 (Closed Closed). Courses run Monday through Friday. We are closed on Weekends & Holidays.

**Are there any days, dates, or times that you cannot teach during the Spring 2027 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                          | Desired Day(s)                     | Desired Time                       | *No Class Dates            | Desired Term Dates                             |
|--------------------------------------------|------------------------------------|------------------------------------|----------------------------|------------------------------------------------|
| <input type="checkbox"/> One time Lecture  | <input type="checkbox"/> Monday    | <input type="checkbox"/> Morning   | <b>*No classes:</b>        | <b><u>Spring 2027 Session Dates:</u></b>       |
| <input type="checkbox"/> Weekly            | <input type="checkbox"/> Tuesday   | <input type="checkbox"/> Afternoon | (F) <b>2/12</b>            | <input type="checkbox"/> February 1 – March 19 |
| <input type="checkbox"/> Bi-Weekly         | <input type="checkbox"/> Wednesday | <input type="checkbox"/> Any       | President's Weekend        | <input type="checkbox"/> March 29 – May 7      |
| <input type="checkbox"/> Monthly           | <input type="checkbox"/> Thursday  | Start time: _____                  | (M) <b>2/15</b>            | Start date: _____                              |
| <input type="checkbox"/> Daily/Consecutive | <input type="checkbox"/> Friday    | End time: _____                    | President's Weekend        | End date: _____                                |
| <input type="checkbox"/> Any               | <input type="checkbox"/> Any       |                                    | (M) <b>3/22 – (F) 3/26</b> |                                                |
|                                            |                                    |                                    | Spring Break               |                                                |

**Type/Share Any Additional Scheduling Comments in the Box Below:**

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

☐ Rocklin Campus ☐ Nevada County Campus ☐ Twelve Bridges Lincoln Library ☐ 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](mailto:ssmith@sierracollege.edu)