

COURSE PROPOSAL FORM

Osher Lifelong Learning Institute (OLLI) at Sierra College
TERM: Fall 2022 | DATES: (Mon) September 12 – (Fri) December 9

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 if you haven’t taught for us in the last 3 years) please provide the following:
A BRIEF BIOGRAPHY, INCLUDING DEGREES HELD AND TEACHING EXPERIENCE, IN BOX BELOW:

COURSE INFORMATION Proposed Course Title: _____

Course Description: IN 80 WORDS OR LESS, PLEASE TYPE COURSE DESCRIPTION IN BOX BELOW:

Course Outline: Use simple outline format with topics & subtopics to be taught in this course. TYPE BELOW:

Course Outcomes: What will the student think or do as a result of taking this class? ANSWER IN BOX BELOW:

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

Admin Unit: ☐ Courses *or* ☐ Field Trips

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

Primary Subject Area is (choose from subjects listed below):

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 Fall 2022 courses will be scheduled between Monday, September 12th – Friday, December 9th; with no classes scheduled on November 11th, 24th, & 25th (closed for holiday). Courses run Monday thru Friday.

Are there any days, dates, or times that you cannot teach during the Fall 2022 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
<div><input type="checkbox"/> One time lecture</div> <div><input type="checkbox"/> Weekly</div> <div><input type="checkbox"/> Bi-Weekly</div> <div><input type="checkbox"/> Monthly</div> <div><input type="checkbox"/> Daily/Consecutive</div> <div><input type="checkbox"/> Any</div>	<div><input type="checkbox"/> Monday</div> <div><input type="checkbox"/> Tuesday</div> <div><input type="checkbox"/> Wednesday</div> <div><input type="checkbox"/> Thursday</div> <div><input type="checkbox"/> Friday</div> <div><input type="checkbox"/> Any</div>	<div><input type="checkbox"/> Morning</div> <div><input type="checkbox"/> Afternoon</div> <div><input type="checkbox"/> Any</div> <div>Start time: _____</div> <div>End time: _____</div>	<div>Fall 2022 Term Dates: 9/12 – 12/9</div> <div>*No classes on 11/11(Veteran's Day)</div> <div>*No classes on 11/24-11/25 (Holiday)</div> <div>Start date: _____</div> <div>End date: _____</div>

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

SAVE, PRINT, & SUBMIT FORM

NOTE: After you click the Submit Form button an email will be created with your form attached. Please press SEND on this auto-generated email so that Shari Smith receives it at: ssmith@sierracollege.edu

STEP 1 – Save

Click disc icon to Save form



STEP 2 – Print

Click printer icon to Print form



STEP 3 – Submit Form

Click icon to email form to us!



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