SECTION I
Course and Instructor Information

*Required Field

*Course Title:

*Designator:

*Credit Hours:

*Proposed term course will first be delivered (please allow one term for development time):

If a grouping of courses is being proposed, please describe here:

INSTRUCTOR(S)
Instructor/content expert and his/her contact information.

*First Name:

*Last Name:

*Email:

Phone:

PERSON FILLING OUT THIS FORM IF DIFFERENT FROM ABOVE

First Name:

Last Name:

Email:

SECTION II
Department Approval

☐ This proposal is being submitted by the department chair. If this proposal is not submitted by the department chair, please have the department chair send a separate email approval of this proposal from his or her email account to: Lisa.L.Templeton@oregonstate.edu.
SECTION III
Funding Categories

*Please check those categories below which apply:

☐ Course adds significant value to the distance delivery of existing Ecampus degrees, minors, licensure, graduate certificates, and other credit programs (http://ecampus.oregonstate.edu/online-degrees/)

☐ Course will meet critical program needs; provide new options, additional minors, Bacc Core, WIC, etc.

☐ Course is required by degrees, certificates, or minors delineated in the existing MOUs with each College.

☐ Course has potential for high enrollment to a defined audience.

☐ Course or cluster of courses proposed will lead to a new degree or program within the next two academic years (plan for implementation must be presented with proposal for funding of courses and must have approval of College and department chair).

☐ Course is an existing Ecampus offering in need of updating or revision (explain below).

*Degree, program, or certificate to which this course would apply and the role/importance of this course to the program; and/or description of audience or express need for this course:

For proposed revisions of existing courses, include a brief history of course, enrollment, and any proposed changes in course design:

SECTION IV
Syllabus and Evaluation

Syllabus:
Please submit a complete syllabus for the course. Guidelines are available from your department and/or Academic Programs. The syllabus must contain "learning outcomes" as defined by OSU Academic Program requirements.
Please attach your electronic syllabus file:
If only hard copy is available, please send to:
*Please describe your proposed plan for evaluation of the course and instructor. (The online OSU "Student Evaluation of Teaching" is used for all Ecampus courses).:

SECTION V
Course Design

*Who will be designing/developing this course?:

*Proposed Enrollment Cap:

*Please indicate the Term(s) Course will be taught:

Multimedia Resources:
Briefly describe any graphics, powerpoint, audio, video, specialized software, etc., you hope to include in this course.

Internet Resources:
Briefly describe any Internet resources, Blackboard cartridges, publishers resources, etc. you have identified for use in this course.

Other Course Components:
Describe any other aspects of the course design, components of the course, and desired learning activities that you are hoping to include in your proposed course (field trips, group assignments, research papers, interactive assignments, etc.)

SECTION VI
Funds Requested & Budget Information

Ecampus grants for faculty / department conversion of courses to distance delivery will range from $1000 - $5000 per course. These funds will not need to cover basic course design or production, Blackboard, normal copyright permissions, instructor training, or uploading of course content.

Please describe any matching funds from the department / college and include any other information relevant to the budget or funding of this course proposal: