

# LCSC Online/Hybrid Course Development Request for Proposals

**Course update activities not accepted for development compensation:**

- Semester revisions to the Instructor syllabus
- Change of textbook edition and/or e-pack by instructor or publisher
- Course instructor change
- Creation of additional course section
- Updating hyperlinks
- Semester maintenance
- Test bank updates

**Faculty Name:** \_\_\_\_\_

**Division:** \_\_\_\_\_

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**Course Number:**

**Credits:**

**Full Course Name:**

**Expected semester to be taught:**     FA 20\_\_  SP 20\_\_  SU 20\_\_

**Type of delivery (choose one):**

- Online (100% instruction online)       Hybrid (≥30% online, remainder in-class)

**Course is (choose one):**

- Requirement                       Elective                       Gen. Ed.

**Description of Course:** Include how it supports department goals and student need.

**This class was last taught:**     Classroom

Online

New

**Course content will be:**     Instructor-created course content—Fully Funded

E-pak and/or publisher-created course content—Partially Funded (excluding test banks)

**Priority of Development:** Discuss need (i.e., course is for a certificate, in the General Education Core block) or show potential for online/hybrid student enrollment.

**Have you developed a CP/DL funded course in the past?**

Yes     No

**Description of curriculum development and technology skills:** Why do you want to develop an online/hybrid course? Describe your experience with curriculum development and use of technology. Be specific in the type of tools you have used and provide an example of previous development.

**What training or assistance will be needed for development?**

**Provide additional comments you would like to offer:**

**I agree as to meet with an instructional designer as part of the development process.**

Yes

I have read, understand, and agree to abide by the Course Development Guidelines as posted under Faculty Resources on the DL website: [http://www.lcsc.edu/dl/pdf/Course\\_Development\\_Guidelines.pdf](http://www.lcsc.edu/dl/pdf/Course_Development_Guidelines.pdf)

**Faculty Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Please note:** You will need to print and submit this form in hard copy to your division chair.

<input type="checkbox"/> <b>Approved</b>	<input type="checkbox"/> <b>Disapproved</b>
<b>Comments:</b>	
<b>Division Chair Signature:</b> _____	<b>Date:</b> _____

**Selected for course development funding:**  **Yes**       **No**

**Comments:**

<b>Level 1: Provost Council/Selection Committee</b>
<b>Provost:</b> _____ <b>Date:</b> _____

<b>Level 2: Community Programs Commitment of Resources</b>
<b>Dean, Community Programs:</b> _____ <b>Date:</b> _____