

OLLI@CSUMB Course Proposal Form

Name:

Email:

Mailing Address:

City, State, Zip:

Primary Phone:

Alternate Phone:

Course Information

Describe your course in a way that is appealing to your audience, is concise, and explains the benefits participants will receive by attending. Please note if field trips, physical activity or special skills are required. This description should be as tight and catalog-ready as possible. Creative titles are greatly encouraged.

Title of Proposed Course:

Course Description: (Paragraph form - 120 words or less)

Instructor Biography: (Paragraph form - 45 words or less)

Course Details

Please indicated the proposed format for the course:

A single presentation

A course meeting for _____ weeks for _____ hours each. (Recommended 2 to 4 weeks)

Please indicate the maximum number of participants desired:

Minimum = 14 (set by OLLI@CSUMB)

Maximum = _____

Course Schedule

Please indicated proposed semester: Fall (Sept. - Dec.) Spring (Jan. - May)

Please indicate the days and times best for you by marking an X on all that apply.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
10am-noon						
2-4pm						X
4-6pm						X
6-8pm						X

Please indicate any dates that will not work for you (example; unavailable the month of Oct.)

Course Logistics

Courses will be offered virtually via Zoom through May 2021. OLLI@CSUMB will generate the Zoom link and host the Zoom session. Additionally, OLLI@CSUMB will facilitate all course communications to the participants. We treat our instructors with great care, offering our full support every step of the way.

We ask that you have:

A computer

A webcam and microphone

A strong WiFi connection

Compensation

OLLI@CSUMB Faculty can be remunerated in a variety of ways. You may receive an honorarium, you may wish to donate your time, or receive an OLLI Membership. We invite you to contribute your time, talent, and passion in a way that is both meaningful and rewarding to you.

- I am currently employed by CSU Monterey Bay
- I wish to donate my time to OLLI@CSUMB
- I wish to receive an OLLI@CSUMB Membership in exchange for my time
- I wish to receive an honorarium (hourly rate ranges from \$85 - \$150 / teaching hour)

We look forward to reviewing your proposal and thank you for your time and consideration.
Upon completion, please submit proposals via mail or email to:

OLLI@CSUMB
100 Campus Center @ Ryan Ranch
Seaside, CA 93955
(831) 582-5500

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