

# Course Development Worksheet

Name  Last 4 digits of SS#

Phone (work extension)  Email Address

Proposed Course Title:  Proposed Course Prefix and Number

Number of Credit Hours  Anticipated semester offered

The purpose of this request is to: (choose one)

- create a new face-to-face course
- take an existing course and offer it online
- take an existing course and offer it web-blended
- other Enter explanation here

If you selected online in the question above, have you ever taught online at Lewis & Clark before?

PLEASE NOTE: If you are a new online instructor, this course must be completed and reviewed prior to schedule entry.

Yes  No

If you selected Web-Blended in the question above, how many times will the course meet?

What is your rationale for developing this course?

What is the estimated date you will be ready to pilot this course?

Once you have completed this form, please save and email as an attachment to your appropriate Dean. Following review, it will be submitted to the AA Staff Committee for course development approval.