**UNIVERSITY OF COLORADO BOULDER  
APPLICATION FOR ONLINE COURSE DEVELOPMENT GRANT, 2019 SUMMER SESSION**

Working in conjunction with CU Boulder's departments, Summer Session online courses are part of an ongoing effort to provide quality, innovative courses and programs to a diverse student population at CU Boulder.

|  |  |  |  |
| --- | --- | --- | --- |
| Full Legal Name of Faculty (no nicknames, please) | | | |
| Current School/Department | | Current Rank | |
| Have you taught in an intensive format before?  ⎕ Yes ⎕ No Have you taught online before?  ⎕ Yes ⎕ No | | Have you taught this particular course before, face-to-face?  ⎕ Yes ⎕ No | |
| Proposed Course Number | Proposed Course Title | | |
| Proposed Session | Course Description (6-8 sentences) | | |
| Core/Gen Ed ⎕ Yes ⎕ No Elective Course ⎕ Yes ⎕ No Prerequisite ⎕ Yes ⎕ No |
| Target Audience | Projected Enrollment | | |
|  | | | |
| Department Chair Name | Approval Signature  ⎕ Please check this box if you have confirmed that this faculty is eligible for additional work load, including overload. | | Date |
|  | | | |
| Summer Dean Name | Summer Dean Recommendation ⎕ Approved  ⎕ Not Approved | | Date |
| **VERY IMPORTANT:**  The faculty member must be eligible and approved by the supervising Chair and Dean (or Associate Dean) for this additional appointment. The development will take place in the spring and some faculty/instructors are not eligible for overload. This policy is intended to ensure that quality in offered courses remains high and that faculty have time to remain current in both their subject area and technology, adequate time to meet with individual students, and time to grade substantive written work. The campus policy is available on the web at: <https://www.colorado.edu/facultyaffairs/academic-affairs-course-overload-policy>. There are no exceptions to this policy. Please verify that you are eligible before submitting this application. | | | |

**Proposal Timeline:**

Sept. 24 Proposal due to Summer Session dean, with Chair signature  
March 2 Essential documents must be completed. Essential documents: Syllabus (with   
 learning and course objectives and outcomes), class schedule, and first two   
 weeks of the course ready to go.  
May 1 Deadline to complete the course.

**Faculty Academic Year Workload:   
  
Please review the policy regarding faculty overload at** [**https://www.colorado.edu/facultyaffairs/academic-affairs-course-overload-policy**](https://www.colorado.edu/facultyaffairs/academic-affairs-course-overload-policy)**.**

The courses I have agreed to teach over the academic year are:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Including  Fall 2018, Spring 2019, Summer 2019,  CU Online,  CU in the evening,  RAP, etc. | **Department Code** | **Course Number** | **Section Number** | **# of Credits** | **Title** | **Semester** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

*I confirm that I am in compliance with the University of Colorado Boulder's institutional policy concerning faculty overload if approved to design this online course. I confirm that I will complete the course development by May 1, 2019.*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Signature of Faculty Date