Proposal for a Hybrid Course

Course title and section: ____________________________________________________________

Department: _________________________________________________________________

Percentage/number of face-to-face class meetings and schedule: ______________________
[examples: 1) face-to-face class meetings for two weeks followed by one week online
2) a night class that would ordinarily meet face-to-face for 3 hours once a week reduces each class
meeting by 45 minutes and requires students to complete assignments online]

Structure of the course (face-to-face meetings and online learning activities):
[examples: 1) the instructor lectures and facilitates class discussion in the face-to-face classes; students complete
online assignments based on these classroom activities and post them to asynchronous discussion
forums for online discussion
2) the instructor places lectures online using voiceover PowerPoint or streaming media for students to
review; students use these preliminary online materials for face-to-face small group activities and
discussions]
Departmental review and approval: ____________________________________________
(signature and date)

Departmental recommendation on load:  □ overload
                                              □ reduction in load
                                              □ part of load

College review and approval: ____________________________________________
(signature and date)

Dean’s decision on load:    □ overload
                                   □ reduction in load
                                   □ part of load