

Off-Campus Course Proposal

Route completed form to: Off Campus Department at ALUM 400

Instructional Method

- Traditional Off-Campus** (Face-to-face)
 Classroom-to-Classroom (Classrooms joined by conference)
 Web Conference (Participants join remotely)
 Traditional to Web Conference (Local & remote)

Semester Year Class title

Course code and number Credit hours Jointly offered as

Hours in session: From to Days of Week Term/dates

Instructor Title/rank

Instructor's primary location
(i.e. classroom, personal office, etc.)

Campuses to be served (sections to be built for enrollment tracking)

Location	Max enroll	Is classroom space needed?
<input type="checkbox"/> Springfield		Yes <input type="checkbox"/> No <input type="checkbox"/>
<input type="checkbox"/> Camdenton		Yes <input type="checkbox"/> No <input type="checkbox"/>
<input type="checkbox"/> Cassville		Yes <input type="checkbox"/> No <input type="checkbox"/>
<input type="checkbox"/> Lebanon		Yes <input type="checkbox"/> No <input type="checkbox"/>
<input type="checkbox"/> Neosho		Yes <input type="checkbox"/> No <input type="checkbox"/>

Location	Max enroll	Is classroom space needed?
<input type="checkbox"/> Nevada		Yes <input type="checkbox"/> No <input type="checkbox"/>
<input type="checkbox"/> Waynesville		Yes <input type="checkbox"/> No <input type="checkbox"/>
<input type="checkbox"/> Webb City		Yes <input type="checkbox"/> No <input type="checkbox"/>
<input type="checkbox"/> West Plains		Yes <input type="checkbox"/> No <input type="checkbox"/>
<input type="checkbox"/> Other (specify) <input type="text"/>		Yes <input type="checkbox"/> No <input type="checkbox"/>
<input type="checkbox"/> Remote (online only)		Yes <input type="checkbox"/> No <input type="checkbox"/>

Will classroom space be used all semester? Yes No

If "No," then enter dates needed:

Special comment to be listed in Banner:

Request faculty compensation in the amount of

Faculty Member

Date

College Dean (required)

Date

Department Head (required)

Date

Outreach

Date

Office use only

Completed by