North Central Texas College PROPOSAL TO DEVELOP AN ONLINE COURSE

Online Course Definition: (80+% of the content delivered online): A course where most or all of the content is delivered online. Typically have no face-to-face meetings; however, may require students to come to campus for exams, orientation, etc.

Completing and submitting this course information form indicates the appropriate Department Chair and Dean have identified the need and approved the course for development. After review of the proposal, the Distance Education Committee will recommend that Instructional Council grant initial course development approval.

It is understood that course development will follow the steps outlined in the Guidelines for Online & Hybrid Course Offerings and that for each course offered via eCampus, documentation of conformance with the "Principles of Good Practice" is required. Faculty must complete the *Principles of Good Practice Self-Study* before a course is given final approval schedule of classes.

COURSE INFORMATION

мисп от the information in this section will be и provided is accurate and complete.	isea, as is, for the NCIC course listing. Please be sure the	ınjormanıon
Name of course:		
Department:		
Course and prefix number:		
Name(s) of faculty developing course:		
Faculty phone	Faculty email:	@nctc.edu
 Faculty is certified to teach online cours Has taught the course at least one tin Has completed course management Has completed course <i>Preparing to 7</i> Number of Students Recommended	ne in the traditional classroom system training Feach Online (or other online pedagogy training)	
Number of Students Recommended _	Anticipated semester to offer course:	
Has this course been offered online pre	viously?	
If yes, why is another version of the cou	urse being proposed?	
Brief Description of Course:		

FACULTY COMMITMENT/DEPARTMENTAL APPROVAL

FACULTY COMMITMENT

I certify that I meet the institutional requirements for teaching an online course as stated above, and I understand that upon completion of development, I must provide documentation that the course is in conformance with the *"Principles of Good Practice"* by completing the *Principles of Good Practice Self-Study* before this course is given final approval to be included in the catalog and/or schedule of classes.

Signature - Faculty	Date
Printed name - Faculty	
Signature - Faculty	Date
Printed name - Faculty	
APPROVAL	
Signature – Department Chair/Program Coordinator/Dean	Date
Printed name – Department Chair/Program Coordinator/Dean	
Signature – Director of eLearning	Date
Signature - Dean of Instruction, CTE & eLearning	Date