

Course Proposal Form

Osher Lifelong Learning Institute
Colleges of Arts and Sciences
University of Hawaii at Manoa
Krauss Hall 112-113
Honolulu, HI 96822

1. Suggested Title of Course or Workshop:

2. Course Description: _____

Please continue on reverse if more space is needed.

3. Course/Workshop Objectives: _____

4. Text/handouts/reference materials?

5. Propose to offer course during (circle one):

Summer 2005 Fall 2005 Spring 2006 Summer 2006

Fall 2006 Spring 2007 Summer 2007 Fall 2007

6. How many total class sessions do you plan to teach? _____

7. How many times per week would you prefer to hold class meetings? _____

8. Preferred day(s) of week for class meetings?

9. What time(s) of the day would you prefer?

10. What course prerequisites (or interests or participation guidelines) would you suggest for individuals taking this class?

11. What enrollment limit would you prefer?

12. What instructional equipment will you need to teach this class? (TV/VCR/DVD, overhead projector, data projector, other)

13. If OLLI's classrooms do not meet your needs, where would you like to offer the course? _____

14. Do you plan to collaborate or team-teach with another instructor? Please provide name(s), contact phone, emails _____

15. What other special considerations would you suggest? (i.e., moveable chairs, etc.)

INSTRUCTOR'S NAME: _____

AREA OF EXPERTISE/DEGREES: _____

ADDRESS: _____

Email: _____

Phone: _____

FAX: _____

Course Evaluation Form

Osher Lifelong Learning Institute

Colleges of Arts and Sciences

University of Hawaii at Manoa

Krauss Hall 112-113

Honolulu, HI 96822 808.956.8224

Please let us know what you think of the course or workshop in which you are (or were) enrolled. Feel free to comment on any or all aspects of the program. The information you give to us will be used in planning future classes and workshops. No signature is needed. Thanks for your assistance!

Course or Workshop Title

Instructor(s): _____

Date: _____

1. What did you like about this course?

(a) _____

(b) _____

(c) _____

2. Instructors appreciate suggestions for improving their course offerings. What changes would make this a better course?

(a) _____

(b) _____

(c) _____

3. Please rate your instructor/class on:

(a) Choice of subject matter (circle one):

Excellent Good Fair Poor

(b) Organization of material (circle one):

Excellent Good Fair Poor

(c) Manner of presentation (circle one):

Excellent Good Fair Poor

4. Please comment on the handouts or reference materials used in this course.

5. Please give us your suggestions for improving the next course of this type:

6. Please circle the choice that best expresses your opinion about the value of this course.

Very valuable Valuable Little value No value

7. List other courses that OLLI might offer. If possible, suggest individuals who might be available as instructors for these courses or workshops:

8. Other comments about this course or about OLLI? _____

Continue on reverse if more space is needed.

Thank you for completing this form and helping us to improve the Osher Lifelong Learning Institute at the University of Hawaii at Manoa.