ASCC SBS Panel

Approved Minutes

Monday, November 16, 2015 10:00 – 11:30 AM

110 Denney Hall

ATTENDEES: Ewoldsen, Givens, Haddad, Hogle, Kurtz, Lam, Valle

AGENDA:

1. Approval of 10-19-15 minutes
	* Kurtz, Ewoldsen, unanimously approved
2. Revision PhD Communication (return)
	* The number of required courses seems high but the program has already been approved. The revision request removes one course from the requirements and reduces the number of credit hours for Comm 6500 from two credits to one credit.
	* Core courses are not required to be taken in a specific order but based on when courses are offered.
	* Kurtz, Givens, unanimously approved with one recommendation:
		+ **In the column labeled “Autumn” in Table 2 of the proposal, change the total from 41 to 40.**
3. Communication 6500 (course change)
	* Changing from two credit hours to one credit hour.
	* It would be useful to have the old course syllabus on file for any future change requests.
	* Givens, Kurtz, unanimously approved with recommendations
		+ **On page two of the syllabus: “by the end of the day (12:59pm)” change to 11:59pm.**
		+ **Submit the 2 credit hour course syllabus to be on file.**
4. Social Work 1120 (existing course with GE Social Science—Human, Natural, and Economic Resources; request for 100% Distance Learning delivery)
5. Social Work 1130 (existing course with GE Social Science—Individuals and Groups; request for 100% Distance Learning delivery)
6. Social Work 1140 (existing course with GE Diversity—Social Diversity in the U.S.; request for 100% Distance Learning delivery)
7. Social Work 3597 (existing course with GE Cross-Disciplinary Seminar; request for 100% Distance Learning delivery)
	* The Panel discussed all 4 Social Work courses at once.
	* Since these are GE courses that are now being proposed to be taught 100% at a distance, an ASCC divisional Panel reviews them.
	* Courses outside of ASC need to go to ODEE for distance learning support
		+ Some of these courses do not have any support information for students on the syllabi.
	* The Panel needs to see the original course syllabi to see the difference or to make sure that the same information is being conveyed.
		+ There does not appear to be any lectures by the instructors in any of these courses.
	* All distance learning courses should have a link to Carmen for students to use.
	* Grading of discussion posts is a huge burden.
	* The courses that have exams need to provide information on how exams are taken and the policies for taking exams online. Currently this information is not in the syllabus.
	* These courses can be offered by regional campuses. Regional campuses are expected to follow the main campus syllabi but these do not have enough detail to be used.
	* The Panel did not vote on the 4 courses as they would like the following points addressed:
		+ **Provide the original syllabus (in class version) for all 4 courses**
		+ **Consult with ODEE for distance learning support.**
		+ **Soc Work 1120: provide the link to the student code of conduct in the Academic Misconduct Statement in the syllabus:** [**http://studentlife.osu.edu/csc/**](http://studentlife.osu.edu/csc/)
		+ **Soc Work 1130: provide the link to the student code of conduct in the Academic Misconduct Statement in the syllabus:** [**http://studentlife.osu.edu/csc/**](http://studentlife.osu.edu/csc/) **and provide the link to Disability Services in the Disability Statement in the syllabus:** [**http://www.ods.ohio-state.edu/**](http://www.ods.ohio-state.edu/)
		+ **Soc Work 1140: footnote on syllabus should be Soc Work 1140 rather than 3101**