**ASCC A&H Panel**

Approved Minutes

Monday, October 12, 2015 10:30 AM -12:00 PM

110 Denney Hall

ATTENDEES: Aski, Bitters, Heysel, Hogle, Taleghani-Nikazm, Wilson

AGENDA:

1. Approval of 10-2-15 minutes
	* Taleghani-Nikazm, Wilson, **unanimously approved**
2. Architecture 3195 (new course; requesting GE Cultures and Ideas and GE Diversity-Global Studies)
	* *Update the GE language. Change “GE Global Diversity” to “GE Diversity: Global Studies” on the syllabus and GE rationale.*
	* *The committee suggests removing “discussions in recitation sessions; assessments by TA’s in student interactions and recitations” under the indirect assessment methods because this is not quantifiable information. However, if you work with the assessment office and they accept these observations, of course use them.*
		+ The assessment plan needs to be implemented after the first 2 offerings of the course.
	* Wilson, Taleghani-Nikazm, **unanimously approved** *with two recommendations (in italics above)*
3. Theatre 5751 (new course)
	* Curriculum Map not provided.
	* **Request concurrence from Film Studies**
	* *Typo on page two of the syllabus. Should be “Wim Wenders” instead of “Win Wenders.”*
	* Wilson, Taleghani-Nikazm, **unanimously approved with one contingency** (**in bold above**) and *one recommendation (in italics above)*
4. Classics 7890 (new course)
	* **Provide rationale for making the course repeatable 10 times.**
		+ Maximum of 30 credit hours.
		+ It is a seminar course so it’s possible that the material covered will be different for each offering.
		+ A graduate student could take all of their credits in just this course.
	* **The syllabus needs to provide more detail.**
		+ **Breakdown of assignments.**
		+ **Grading scale.**
		+ **Attendance and/or participation expectations.**
		+ **Due date and length of final paper on the first syllabus.**
		+ **Second syllabus states that the final paper should be between 5,000 and 1,000 words. Should it be 5,000 and 10,000?**
	* **No vote.**
5. Revision BA-Comparative Studies
	* Taleghani-Nikazm, Wilson, **unanimously approved**
6. Comparative Studies 2099 (new course)
	* A one-credit hour course should be 12.5 hours of formalized instruction and a total of 37.5 hours including out-of-class work. It is not clear that students will be doing enough outside of the classroom to achieve 37.5 hours. Although this is a ‘guideline’, this course does not seem to come near to these hours.
		+ Required readings
			- Not clear what readings are included other than academic biographies.
			- Students must prepare 3 questions for each class based on the academic biography.
			- Perhaps each faculty member will provide readings for students?
		+ Could make it a half-credit hour course instead of a full credit hour
		+ **The syllabus did not provide enough detail about the work students would be required to do outside of the classroom to fulfill the one credit hour requirement. The department should elaborate on the packet of reading materials providing clarification of the types of readings that will be required. According to the schedule of meetings in the syllabus, the only readings are the academic biographies.**
	* Course is being used to increase engagement and contact time with students.
	* Seems more like a syllabus template than an actual syllabus. If students get this syllabus they will be under the impression that there are no readings.
	* Taleghani-Nikazm, Wilson, **unanimously approved with one contingency (in bold above)**
7. Comparative Studies 3501 (new course; requesting GE Cultures and Ideas)
	* *Remove the GE Diversity: Global Studies language from the syllabi. This course is only requesting the GE Cultures and Ideas category.*
	* **Request concurrence from International Studies**
	* Taleghani-Nikazm, Wilson, **unanimously approved with one contingency (in bold above)***and one recommendation (in italics above)*
8. Comparative Studies 4822 (course change; existing course requesting GE Cultures and Ideas and GE Social Diversity in the US)
	* Grading scale is not standard but it is not an issue as there is no unified OSU grading scale.
	* *Use the boilerplate Disability Services language found on page 14 of the ASC Curriculum and Assessment Operations Manual.*
	* *In the GE rationale document, the boilerplate for the GE Culture and Ideas includes outdated (i.e., pre-semester conversion) language pertaining to the defunct Arts and Humanities umbrella category. The GE rationale should only address the two expected learning outcomes for Cultures and Ideas.*
	* Wilson, Taleghani-Nikazm, **unanimously approved** *with two recommendations (in italics above)*
9. Uzbek 3102 (new course)
	* Course goal of language fluency is unrealistic.
		+ *Modify course goal from “fluency” to ‘proficiency-oriented’ or ‘working towards fluency’.*
	* *Since the course is not a distance learning course, the reference to distance technology as a teaching method on the syllabus should be removed.*
	* *Attendance policy should read “expected to attend every class” instead of course.*
	* *Provide more information about assignments and tests on the syllabus, including the due dates.*
	* Taleghani-Nikazm, Wilson, **unanimously approved** *with 4 recommendations (in italics above)*
10. French 5104 (course change; number change from 7101)
	* *Include a grading scale on the syllabus.*
	* Wilson, Taleghani-Nikazm, **unanimously approved** *with one recommendation (in italics above)*