**ASCC A&H1 Panel**

Approved Minutes

Friday, February 24, 2017 9:00 -10:30 AM

110 Denney Hall

ATTENDEES: Aski, Bitters, Oldroyd, Vankeerbergen, Zuniga-Shaw

AGENDA:

* No quorum. Two voting member present will vote on proposals and minutes will then be circulated electronically to obtain votes from Kay Bea Jones and Carmen Taleghani-Nikazm.

[Follow-up note: All votes were approved with a few additional comments by Kay Bea Jones and Carmen Taleghani-Nikazm on 3/6/17. The votes of the Panel were thus made official.]

1. Approval of 1-27-17 minutes

* **Approved**

1. French 1101.61 (new course; requesting GE Foreign Language; DL version of French 1101.51) and French 1102.61 (new course; requesting GE Foreign Language; DL version of French 1102.51)

* Issue of differentiating between in-class (.51) and online (.61)
  + In the course description for 1101.61 there is still some language that refers to 1101.51, e.g., “….both Individualized Instruction and the classroom track…” . This is not clear which course is meant by this: Is it the 1101.51? Which is the II course that includes face-to-face sessions? or the 1101.61? Which is II online version.
  + The paragraph continues with saying: “Individualized Instruction differs from the classroom track in the following ways: French Individualized Instruction…..” Which one is meant? The regular II (.51) or the online version (.61)?
  + P. 7: Student participation requirements: “Because this is an **individualized Instruction** course…..” Adding “online” might be useful
  + *For the sake of clarity, when “Individualized Instruction” is mentioned in the .61 syllabi, please specify that it is “online Individualized Instruction.”*
* *P. 4 of both syllabi: Grading and faculty response, Unit Pre-test Homework Check (iLrn): “Your instructor will go over ……. if you bring* ***hard copies of these activities****.” If these are online courses, then this should not be here.*
* *Finish incomplete sentence in “grading and feedback” section of all syllabi that currently states, “Students may schedule additional appointments to go over any other questions or work on.”*
* *The department will need to include a GE assessment plan when submitting 1103.61.*
* *ASCCAS to follow up with FRIT about proper title, exclusion, and prerequisite for 1102.61.*
* **Approved** *with five comments (in italics above)*

1. WGSS 2282 (existing course w/ GE Cultures and Ideas & GE Diversity-Social Diversity in the U.S.; request for 100% DL delivery)

* *Recommendation: The honor system will be used for exams in this course. The panel recommends that the department use a university exam center, either the Columbus testing center or one of the regional testing centers, or a proctoring service for exams. This is a better way to ensure exam security.*
* *Form on curriculum.osu.edu should include the 8-week option for course length because the syllabus provided is for an 8-week period. ASCCAS will take care of this before advancing the course.*
* **Approved** *with one recommendation and one comment (in italics above)*

1. History 2680 (new course; requesting GE Historical Study and GE Diversity-Global Studies)

* *Make NELC cross-listing (NELC 2680) an exclusion on curriculum.osu.edu. ASCCAS will make this change before advancing the course.*
* *Recommendation: Clarify the grading scale for the course. The grading scale lists an A as a 92 and above and an A- as an 89-92. A B is an 82-86 and a B- is a 79-82. C is 72-76 and C- is 69-72. If a student receives a 92, 82, or 72, their letter grade will be unclear.*
* **Approved** *with one recommendation (in italics above)*

1. Russian 2144 (new course)

* *Page 3 of the syllabus states, “Class attendance and participation will be assessed using the scale on page 5 of this syllabus,” and “Each homework assignment will be assessed using the rubric on page 5 of the syllabus.” There is no rubric or scale as stated on page 5 of the syllabus. The panel recommends either removing this language or adding the rubric and scale mentioned.*
* **Approved** *with one recommendation (in italics above)*

1. Philosophy 2455 (new course; requesting GE VPA and GE Cultures and Ideas)

* *Since attendance and participation are part of the grading criteria, a specific attendance policy should be included in the operational syllabus.*
* The panel deliberated at length whether this course fits the criteria for GE VPA and concurs with the chair of Design that there needs to be a discussion at the division level as to the true intent of the GE VPA.
* **Approved** *with one recommendation (in italics above)*