**ASCC Arts and Humanities 1 Panel**

Approved Minutes

Wednesday, March 3, 2021 9:00AM – 10:30AM

CarmenZoom

**Attendees:** Anderson, Bitters,Blackburn, Hilty, Koehnlein, Oldroyd, Staley, Steinmetz

1. Approval of 2-17-21 minutes
* Blackburn, Koehnlein, **unanimously approved**
1. Italian 2056 (new course requesting GE VPA and GE Diversity-Global Studies & 100% DL)
* **Use the required standard Academic Misconduct Statement in the in-person syllabus. Additional language on academic misconduct can also be included.**
* *Include information on synchronous sessions in the attendance requirements. The current wording might lead students to believe that discussion boards are all that are required for attendance and participation.*
* *The Panel recommends updating the language around Title IX. Kellie Brennan is no longer the Title IX Coordinator. The most up-to-date language can be found at* [*https://asccas.osu.edu/curriculum/syllabus-elements*](https://asccas.osu.edu/curriculum/syllabus-elements) *.*
* *Remove information on RealPlayer from the in-person syllabus.*
* Blackburn, Staley, unanimously approved with **one contingency** (in bold above) and *three recommendations* (in italics above)
1. FRIT 3301 (existing course requesting 100%DL)
* **Use the required standard Academic Misconduct Statement. Additional language on academic misconduct can also be included.**
* *The Panel recommends updating the language under “Required equipment” where it mentions Windows 7+ to Windows 10+, as Windows 7 is no longer supported software.*
* Koehnlein, Staley, **unanimously approved** with **one contingency** (in bold above) and *one recommendation* (in italics above)
1. FRIT 8302 (existing course requesting 100%DL & change in course listing)
* **Use the required standard Academic Misconduct Statement. Additional language on academic misconduct can also be included.**
* Blackburn, Koehnlein, **unanimously approved** with **one contingency** (in bold above)
1. FRIT 6571 (existing course requesting 100%DL)
* *Include the class meeting time and length for the required weekly zoom sessions.*
* *A prerequisite of “grad standing” is included on curriculum.osu.edu but is not included on the syllabus. Include the prerequisite on the syllabus.*
* *The grading percentages add up to 110%. Revise this to add up to 100.*
* Koehnlein, Staley, unanimously approved with *three recommendations* (in italics above)
1. Art Education 5470.01 (new course)
* **Use the required standard Academic Misconduct Statement. Additional language on academic misconduct can also be included.**
* **Update the curriculum map to include Art Education 5470.01**
* **The Panel had a number of concerns about the attendance policy in the syllabus.**
	+ **Currently, there is no explanation of what counts as an excused absence or description of how a student might go about having their absence excused.**
	+ **The syllabus states that “any class session missed will require the completion of a 2-3 page synthesis paper…” However, it is unclear whether this would apply to excused absences, whether it would make up for unexcused absences, or how a written paper might be applied to a student's grade.**
	+ **The syllabus indicates that more than two unexcused absences would result in a reduction of a single letter grade. However, it also indicates that more than two unexcused absences would result in the student being asked to discontinue the course entirely, a very severe repercussion.**
	+ **Please revise the attendance policy to address these questions. The Panel recommends that a revised policy focus on clarity and supporting students.**
* *Grading:*
	+ *The Panel suggests revising the grade distribution for sake of clarity. Percentages and points differ in the grade distribution but not on the grading scale. It is not clear how the math works.*
	+ *The grading scale should include an “E” instead of “F”*
* *Indicate what reading materials students will need to retrieve on their own.*
* *Some links in the syllabus are not active. The Panel suggests testing the links before the course is offered.*
* *All course length options were selected on curriculum.osu.edu. The Panel suggests reconsidering if the course can be realistically offered in all these course length formats, especially as a 4 week offering.*
* Staley, Koehnlein, unanimously approved with **three contingencies** (in bold above) and *four recommendations* (in italics above)
1. First-year Seminar—S. Neville
* *Include a meeting time on the final syllabus. The class length should be clear and consistent with guidelines for a one credit-hour first-year seminar.*
* *The Panel recommends additional explanation of the first assignment. Specifically, a student may wonder if they must support a specific claim by a literary critic or if they might refute it instead. A student may also wonder if they would be given a claim or might select one themselves.*
* Staley, Koehnlein, **unanimously approved** with *two recommendations* (in italics above)
1. First-year Seminar—D. Brakke
* *Include a meeting time on the final syllabus. The class length should be clear and consistent with guidelines for a one credit-hour first-year seminar.*
* Koehnlein, Staley, **unanimously approved** with *one recommendation* (in italics above)
1. French 2803.01 (existing course with GE Cultures and Ideas; request to change number from 1000-level & add 100% DL)
* **Use the required standard Academic Misconduct Statement. Additional language on academic misconduct can also be included.**
* Blackburn, Staley, **unanimously approved** with **one contingency** (in bold above)