**ASCC Arts and Humanities 2 Panel**

Approved Minutes

Monday, March 8th, 2021 12:30PM – 2:00PM

CarmenZoom

**Attendees**: Anderson, Bitters, Folden, Hilty, Romero, Savage, Vankeerbergen, Vu, Wilson

1. Approval of the 02/22/2021 Minutes
	* Romero, Savage, **approved** with **one abstention**
2. Russian 5160 (course change; credit hour change from 1 to 3 & change to number of maximum completions)
	* The Panel would like further justification about why this course should be changed to 3 credit hours from 1 credit hour. The only real difference between the workload in the two provided syllabi appears to be a change in textbook, as all course assignments appear to be unchanged.
	* The Panel would like to suggest adding a reference dictionary that students can use to help in their translation work.
	* Week 13 is missing on the provided calendar (found on pages 6-9 on the syllabus).
	* The Panel would like to mention that this course can be repeated up to 9 credit hours, which would constitute a significant portion of particular student’s major program and would like the department to consider whether this is intentional or not.
	* **No Vote**
3. History 2002 (existing course with GE Historical Study and GE Diversity – Social Diversity in the U.S.; request for 100% DL)
	* *The Panel recommends utilizing the ASCTech syllabus template (found at* [*https://asctech.osu.edu/teams/academic-technology/instructor-elearning-resources/pedagogy*](https://asctech.osu.edu/teams/academic-technology/instructor-elearning-resources/pedagogy) *) in order to make the syllabus to make the syllabus feel easier-to-absorb for students.*
	* *The Panel suggests clarifying which sessions of the course are optional and which are mandatory, as discussed on page 2 of the syllabus.*
	* *On the top of page 1 of the syllabus, it mentions the semester this course will be taught is Spring 2021. Please update this when you teach the course to the proper semester.*
	* *The Panel suggests including additional information within the syllabus regarding instructor interaction within the course, such as feedback and response time to emails/inquiries.*
	* Savage, Romero, **unanimously approved** with *four recommendations* (in italics above)
4. History 2303 (existing course with GE Historical Study; request for 100% DL)
	* *The Panel suggests removing references to the GEC (such as on page 1 of the syllabus) as this is not the name of the current General Education program.*
	* *On page 8, it is mentioned that there is an option to take an exam in-person yet this is a 100% distance-learning course and this should not be an option.*
	* *On pages 7 and 8 of the syllabus, Proctorio is mentioned as the proctoring method for the final exam. The Panel strongly recommends Proctorio not be used as it no longer is recommended by ODEE. The program has severe privacy issues, is not ADA-compliant, and recent research has shown that it causes students unneeded stress and anxiety. They recommend either finding different proctoring methods or creating assignments that do not need traditional proctoring.*
	* *The Panel recommends stating up-front that this course is being offered in a distance-learning format, as they feel it is not stated early enough within the syllabus.*
	* *On page 12 of the syllabus, under the Title IX section, Kellie Brennan is mentioned as the current Title IX Coordinator. Kellie Brennan is no longer the Title IX Coordinator and the most up-to-date language surrounding Title IX can be found at* [*https://asccas.osu.edu/curriculum/syllabus-elements*](https://asccas.osu.edu/curriculum/syllabus-elements) *.*
	* Folden, Savage, **unanimously approved** with *five recommendations* (in italics above)
5. English 4572 (existing course requesting 100% DL)
	* The Panel needs to see an in-person variation of this course in order to be able to accurately determine whether the distance-learning version maintains the rigor and standard set by the in-person syllabus and to determine if the online version meets 3 credit hours. Please provide the Panel with an in-person taught syllabus.
	* The Panel would like to see page numbers for the reading or examples from the reading in order to be able to accurate gauge reading loads for the course.
	* On page 9 of the syllabus, under the Title IX section, Kellie Brennan is mentioned as the current Title IX Coordinator. Kellie Brennan is no longer the Title IX Coordinator and the most up-to-date language surrounding Title IX can be found at <https://asccas.osu.edu/curriculum/syllabus-elements> .
	* On page 7 of the syllabus, please update the language surrounding the mental health statement, as it erroneously states that students can seek assistance from the College of Pharmacy and references the quarter system. Please see the ASC Curriculum and Assessment Services website for the most up-to-date information, found here: <https://asccas.osu.edu/curriculum/syllabus-elements>
	* **No Vote**
6. French 1101.21, 1102.21, 1103.21 and 1151.21 (new course requesting GE Foreign Language; online version of in-person 1101.01, 1102.01, 1103.01, and 1151.01)
	* *The Panel suggests adding examples of the extra credit opportunities available to students as found on page 11 of the syllabi.*
	* Savage, Romero, **unanimously approved** with *one recommendation* (in italics above)
7. First-Year Seminar – T. McDow
	* *The Panel recommends including assignment deadlines within the syllabus.*
	* Savage, Romero, **unanimously approved** with *one recommendation* (in italics above)
8. First-Year Seminar – J. Fredal
	* *The Panel suggests adding full book titles, bibliographical information, and where to buy the required texts for the course.*
	* *The course description mentions this course is a 1138, yet the course is listed as a 1137. Please change this language to reflect the accurate course code.*
	* *The Panel recommends providing additional information regarding the “Show and Tell” days one and two found in the course calendar, as they are unsure if this is the same or different from the final reflection assignment.*
	* Folden, Romero, **unanimously approved** with *three recommendations* (in italics above)
9. First-Year Seminar – J. Haase
	* *Please provide a grading scale to specify what constitutes a “Satisfactory” grade within the course.*
	* *The Panel recommends providing additional information on the course readings.*
	* Romero, Savage, **unanimously approved** with *two recommendations* (in italics above)