**ASCC Assessment Panel**

Approved Minutes

Friday, February 12th, 2021 9:00AM – 10:30AM

CarmenZoom

**Attendees:** Anderson, Hilty, Kusaka, Lam, Oldroyd, Putikka, Rush, Samuels, Vu

1. Approval of 10/07/20 and 01/29/21 Minutes
	* Samuels, Rush, **unanimously approved**
2. WGSS 3200 (existing course requesting 100% DL)
	* *On the course change sheet submitted to curriculum.osu.edu, the “Does any section of this course have a distance education component” is selected as “no”. The Panel recommends changing this to be in-line with the distance-learning submission.*
	* *The Panel notices that the midterm exam referenced on page 8 mentions it being closed note and closed book. They would like to suggest considering how academic integrity will be enforced within the online/distance learning format and how this type of exam will be enforced.*
	* *The Panel feels as if there could more information regarding the lectures as found on page 4 of the syllabus to provide more clarity to students about their expectations.*
	* Putikka, Samuels, **unanimously approved** with *three recommendations* (in italics above)
3. WGSS 3280 (existing course requesting 100% DL)
	* **On pages 2 and 3 of the syllabus, there is language surrounding the GE Cultures and Ideas and Social Diversity in the U.S. This course is not a GE course and therefore the Panel would like to see that language removed.**
	* *The Panel suggests adding information on how academic integrity will be upheld in the online/distance learning format on each assignment, as found on pages 3 and 4.*
	* *The Panel recommends scheduling this course as a synchronous course in order to obtain a time slot to utilize for optional hours if desired.*
	* Samuels, Rush, **unanimously approved** with **one contingency** (in bold above) and *two recommendations* (in italics above)
4. WGSS 3302 (existing course requesting 100% DL)
	* *The Panel notices that there is a midterm exam referenced on page 6. They would like to suggest considering how academic integrity will be enforced within the online/distance learning format and how this type of exam will be enforced.*
	* *The Panel recommends providing more information regarding the lecture/lecture videos mentioned on page 4 of the syllabus, as they feel it could be a benefit for student expectation clarification.*
	* *The Panel suggests adding information on how academic integrity will be upheld in the online/distance learning format on each assignment, as found on pages 5-7.*
	* *On page 7 of the syllabus, there is a statement regarding the COVID-19 Pandemic. The Panel recommends modifying this as this distance learning request will continue to be in effect in a post-pandemic era.*
	* Rush, Samuels, **unanimously approved** with *four recommendations* (in italics above)
5. WGSS 3370 (existing course with GE Diversity – Social Diversity in the U.S.; request for 100% DL)
	* *The Panel recommends providing more information regarding the lecture/lecture videos mentioned on page 5 of the syllabus, as they feel it could be a benefit for student expectation clarification.*
	* *The Panel recommends updating the language under “Required equipment” on page 4 where it mentions Windows 7+ to Windows 10+, as Windows 7 is no longer supported software.*
	* *The Panel recommends updating the language around Title IX as found on page 10 of the syllabus. Kellie Brennan is no longer the Title IX Coordinator and the most up-to-date language can be found at* [*https://asccas.osu.edu/curriculum/syllabus-elements*](https://asccas.osu.edu/curriculum/syllabus-elements) *.*
	* *The Panel suggests adding information on how academic integrity will be upheld in the online/distance learning format on each assignment, as found on pages 6-8.*
	* *On page 8 of the syllabus, there is a statement regarding the COVID-19 Pandemic. The Panel recommends modifying this as this distance learning request will continue to be in effect in a post-pandemic era.*
	* Samuels, Putikka, **unanimously approved** with *five recommendations* (in italics above)
6. WGSS 4527.01 (existing course requesting 100% DL)
	* **The grading scale as found on page 5 lists a letter grade of D being a 60-66.9 and an E=0. Please adjust the grading scale so that a letter grade can be assigned for a value of 0-59.9.**
	* **Please add a course time to the syllabus.**
	* *The Panel recommends updating the language around Title IX as found on page 7 of the syllabus. Kellie Brennan is no longer the Title IX Coordinator and the most up-to-date language can be found at* [*https://asccas.osu.edu/curriculum/syllabus-elements*](https://asccas.osu.edu/curriculum/syllabus-elements) *.*
	* *The Panel recommends adding dates of quizzes to the course schedule as found on pages 7-9.*
	* Samuels, Rush, **unanimously approved** with **two contingencies** (in bold above) and *two recommendations* (in italics above)