**ASCC Arts and Humanities 1 Panel**

Approved Minutes

Wednesday, December 1st, 2021 9:00AM – 10:30AM

CarmenZoom

**Attendees**: Bitters, Blackburn, Cody, Hilty, Koehnlein, Staley, Steinmetz, Vankeerbergen

1. Approval of 11/17/2021 Minutes
	* Blackburn, Staley, **unanimously approved**
2. AAAS 1111 (new course requesting new GE Foundation: Historical and Cultural Studies)
	* The Panel requests that the GE Foundation forms be resubmitted, as the second half of the questions on the file appear to be removed from the submission provided.
	* The Panel requests further clarification on how students will earn the class attendance/participation section of the course grade.
	* The Panel asks that the course schedule be further developed, including topics discussed at each course meeting and assignments and readings to be completed.
	* The Panel asks that the number of credit hours and the meeting days/times be added to the course syllabus so that contact hours can be accurately determined.
	* The Panel requests that the most up-to-date disability services statement be used within the syllabus. The most up-to-date language can be found on ASC Curriculum and Assessment Services website at: <https://asccas.osu.edu/curriculum/syllabus-elements>.
	* The Panel recommends that the course syllabus details where the textbook can be purchased by students.
	* The Panel recommends including the most up-to-date Title IX statement, as the one in the syllabus currently still lists Kellie Brennan as the Title IX coordinator, and she has left the University. The most up-to-date Title IX statement can be found on ASC Curriculum and Services website at: <https://asccas.osu.edu/curriculum/syllabus-elements>.
	* **No Vote**
3. AAAS 1112 (new course requesting new GE Foundation: REGD)
	* **The Panel requests further clarification on how students will earn the class attendance/participation section of the course grade.**
	* **The Panel requests that the number of credit hours and the meeting days/times be added to the course syllabus in order to accurately determine contact hours.**
	* **The Panel requests that the most up-to-date disability services statement be used within the syllabus. The most up-to-date language can be found on ASC Curriculum and Assessment Services website at:** [**https://asccas.osu.edu/curriculum/syllabus-elements**](https://asccas.osu.edu/curriculum/syllabus-elements)**.**
	* *On page 2 of the syllabus, under the GE Foundation header, the name of the category is incorrectly labeled as “Race, Ethic…” and the Panel recommends clarifying the name of the GE category as Race, Ethnicity and Gender Diversity.*
	* *The Panel recommends that the syllabus provide where the course textbook can be purchased.*
	* *The Panel recommends including the most up-to-date Title IX statement, as the one in the syllabus currently still lists Kellie Brennan as the Title IX coordinator, and she has left the University. The most up-to-date Title IX statement can be found on ASC Curriculum and Services website at:* [*https://asccas.osu.edu/curriculum/syllabus-elements*](https://asccas.osu.edu/curriculum/syllabus-elements)*.*
	* Koehnlein, Blackburn, **unanimously approved** with **three contingencies** (in bold above) and *three recommendations* (in italics above)
4. First-year seminar “Ancient Dream Interpretation” Albert Harrill
	* *The Panel offers a friendly recommendation of clarifying the nature of the course with a revised title. In its current form, they fear students may expect to learn only about ancient dreams and not the full diversity of topics you address.*
	* *On page 1 of the syllabus, please change the course number to 1137.xx if it will be graded using a letter grade scheme.*
	* *The Panel recommends putting the meeting date and times into the course syllabus in order to clarify contact hours and student expectations.*
	* *The Panel recommends clarifying what the note-taking assignment expectations are within the syllabus, such as by creating a “course assignments” section within the course syllabus. In its current form, the Panel has concerns that students will not fully understand the nature of those assignments.*
	* Staley, Blackburn, **unanimously approved** with *four recommendations* (in italics above)
5. German/NELC/Spanish 3689 (new triple-listed courses; requesting new GE Theme Lived Environments)
	* **On page 1 of the syllabus, please remove the information surrounding the Embedded Literacies. The Embedded Literacy requirements are decided by individual programs and not by the College or University, and therefore a student in a program outside of German/NELC/Spanish will not have their Embedded Literacy requirement fulfilled by this course.**
	* **For cross-listed courses, each course needs to have an identical Subject/CIP code that is determined in the curriculum.osu.edu portal. Currently, each course has a different Subject/CIP code and therefore the Panel asks that the departments to work to identify a single Subject/CIP code for these courses.**
	* **The Panel has questions about whether these courses will be included within a major program in each of the submitting departments. If this is the case, please provide the Panel with an updated curriculum map to reflect the addition of these courses.**
	* **On pages 2 and 3 of the syllabi, underneath the GE information, please provide a statement explaining how the course will satisfy the GE ELOs, as this is a requirement of GE courses within the College of Arts and Sciences.**
	* *The Panel asks that the course objectives be included within the course syllabus.*
	* *The Panel recommends breaking apart the grading for attendance and the required prompts, as detailed on pages 5 and 6 of the course syllabi. Additionally, the Panel has concerns that, if 50% of the course grade is attributed to attendance, there may not be sufficient weight remaining to address the GE ELOs and therefore recommends more information about this requirement be provided.*
	* *On page 10 of the syllabus, under “Accessibility of course technology” there is reference to this course being distance learning. The Panel recommends removing this and any other boilerplate distance-learning language throughout the syllabus, given that the courses are not approved for distance-learning.*
	* *On page 1 of the NELC syllabus, the course title is still German 3689 and the Panel recommends this be corrected to NELC 3689.*
	* *The Panel recommends adding the meeting dates/times to the course syllabus to help evaluate and clarify contact hours.*
	* Koehnlein, Staley, **unanimously approved** with **four contingencies** (in bold above) and *five recommendations* (in italics above)