**ASCC Arts and Humanities 2 Panel**

Approved Minutes

Friday, October 1, 2021 12:00PM – 1:30PM

CarmenZoom

**Attendees**: Bitters, Cody, Parsons, Romero, Smith, Steele, Vankeerbergen, Wilson

1. Approval of 9-17-21 minutes
   * Wilson, Parson; **unanimously approved**
2. History 2206 (existing course with GE Historical Study; will be new GE Foundation: Historical and Cultural Studies; request for 100% DL) (carried over from last week)
   * *In order to further facilitate student interaction leading up to the podcast assignment, and in the name of online “community building” as a whole, the Panel recommends:*
     + *Implementing more regular discussion sections at the beginning of the term (in addition to those proposed in week 9 of the course schedule) so students can develop a stronger rapport as a cohort; OR,*
     + *Assigning students to designated small groups at the start of the semester that could eventually become their podcast cohort.*
   * *The syllabus includes the new GE Goals and ELOs that will go into effect beginning Autumn 2022; since this course will be offered as early as Spring 2022, the Panel recommends substituting the current (“old”) GE Goals and ELOs to correspond with that term, which can be found here:* [*https://asccas.osu.edu/curriculum/general-education-goals-and-expected-learning-outcomes*](https://asccas.osu.edu/curriculum/general-education-goals-and-expected-learning-outcomes).
   * The Panel kindly notes that the title of the course is missing on the top of the first page of the syllabus.
   * The Panel mentions possibly adding a quick blurb to the syllabus directing students where/how they can purchase the textbook for the course.
   * The Panel commends such a carefully and thoughtfully crafted syllabus – especially the separate academic integrity and collaboration statements for each assignment.
   * Wilson, Parsons; **unanimously approved** with *two (2) recommendations* (in italics above) and three (3) comments
3. ASC 1100.01 (existing course requesting 100% DL)
   * *On page 6 of the syllabus, under the heading titled “Curriculum Plan,” the Panel recommends:* 
     + *Clarifying the language re: the specific role(s) of an academic advisor vs. an instructor of the course, since for some students the former might not also be the same person who is overseeing their survey section.*
     + *Indicating how individual meetings with advisors will take place – whether via Zoom, or another technology interface.*
   * *The Panel suggests double-checking the syllabus page numbers, which occasionally jump out of sequence throughout the document.*
   * Wilson, Parsons; **unanimously approved** with *three (3) recommendations* (in italics above)
4. ASC 1100.04 (existing course requesting 100% DL)
   * *On page 6 of the syllabus, under the heading titled “Curriculum Plan,” the Panel recommends:* 
     + *Clarifying the language re: the specific role(s) of an academic advisor vs. an instructor of the course, since for some students the former might not also be the same person who is overseeing their survey section.*
     + *Indicating how individual meetings with advisors will take place – whether via Zoom, or another tech interface.*
   * *The Panel suggests double-checking the syllabus page numbers, which occasionally jump out of sequence throughout the document.*
   * *On page 11 of the syllabus, under the heading “How your grade is calculated,” the syllabus states that “in order to earn a grade of Satisfactory, you must earn a minimum of 80% (148 points out of 185 possible); however, the customary cutoff percentage in other survey sections has been 85%. The Panel recommends aligning the former with the latter for consistency.*
   * Wilson, Parsons; **unanimously approved** with *four (4) recommendations* (in italics above)
5. Japanese 5105 (new course with 100% DL)
   * The Panel appreciates the pedagogical versatility that alternative technological platforms afford, but also simultaneously notes that integrating OSU-vetted technology into the course would help avoid additional cybersecurity and accessibility concerns.
   * The Panel kindly observes that in the course description on the first page of the syllabus, 5194 should instead read 5105.
   * Wilson, Parsons; **unanimously approved** with two (2) comments
6. Revision to the GIS in Singing Health
   * In order for the Panel to review the proposed change to the GIS in Singing Health – and in order for the GIS in Singing Health to receive approval from the Graduate School – all of the required courses for the specialization must be in place. Otolaryngology 8805 is still in the process of being officially created, currently pending approval in the Department of Otolaryngology. Please make sure that that course is indeed submitted by the Department of Otolaryngology so that the revision to the GIS in Singing Health can be considered by the Panel.
   * The Panel also asks that the revisions requested for the Music 7814 and Music 7815 proposals be submitted and approved before the GIS in Singing Health returns for review (see minutes below).
   * **No Vote**
7. Music 7814 (change number of credit hours, title, and number of course)
   * The Panel Requests that the syllabus include the most current Disability Services Statement, available at this link: [*https://asccas.osu.edu/curriculum/syllabus-elements*](https://asccas.osu.edu/curriculum/syllabus-elements).
   * The Panel requests a statement articulating the rationale for why the course is changing from 3 to 2 credit hours, with specific emphasis on how this new syllabus differs from the old, as we do not have the latter for reference.
   * The Panel asks for a more detailed explanation accounting for course-hour composition; all components and the amount each contributes to the total credit hours for the course should be clear, including the time and length of class sessions, lab vs. studio hours, pedagogical observations, etc. More information is available in the ASC Operations Manual (see: “Definition of Semester Credit Hour” on page 18): <https://asccas.osu.edu/sites/default/files/2021-09/2021-22_asc_curriculum_and_assessment_operations_manual.pdf>. The syllabus submitted by the School of Music indicates that the class will meet once a week for 55 minutes (which accounts for one credit hour), but it is not clear what accounts for the second contact hour of the course.
   * **No Vote**
8. Music 7815 (change number of credit hours)
   * On the first page of the syllabus, the “Text and Technology” section implies that the course will take place in a distance learning format, which contradicts the information submitted on the curriculum.osu.edu form (on page 1, under “Offering Information,” the question “Does any section of this course have a distance education component?” has “No” selected as the answer). The Panel asks that the language of this section be amended to correspond with the course’s in-person delivery format.
   * The Panel requests that the syllabus include the most current Disability Services Statement, available at this link: [*https://asccas.osu.edu/curriculum/syllabus-elements*](https://asccas.osu.edu/curriculum/syllabus-elements).
   * The Panel requests a statement articulating the rationale for why the course is changing from 2 to 3 credit hours, with specific emphasis on how this new syllabus differs from the old, as we do not have the latter for reference.
   * The course request asks that the course become a 3 credit hour course. However, the syllabus submitted is for a course that only meets 2 hours per week. See top of page 1 of the syllabus: T/TH 4:10-5:05. Also please note that this is a syllabus for the course as it was taught in Spring 2021 (for 2 credits). Since then the cross-listed SHS 7815 has been withdrawn so going forward there should no longer be any references to that course in the Music syllabus. The panel needs to see the syllabus for the course as it will be taught for 3 credits (and perhaps the Spring 2021 syllabus uploaded by the School of Music can serve as the comparison syllabus?)
   * The Panel requests clarification surrounding the function of blog posts in the course; 4 blog posts per week are required as part of weekly participation (according to the “Classwork” section on page 2 of the syllabus), but some weeks in the course schedule do not include any mention of blog post submissions as an assignment.
   * **No Vote**