**ASCC Assessment Panel**

Approved Minutes

Monday, October 25th, 2021 9:30AM – 11:00AM

CarmenZoom

**Attendees**: Baker, Hilty, Kusaka, Lam, Samuels, Smith, Steele

1. Approval of 10/11/2021 Minutes
	* Samuels, Baker, **unanimously approved**
2. Philosophy 5500 (existing course requesting 100% DL)
	* *The Panel strongly recommends clarifying the course’s attendance policy, as it currently is unclear how a student’s attendance impacts their grade. On page 6 of the syllabus, there is mention that it will “significantly” impact their grade, yet it is listed as an extra credit assignment.*
	* *The Panel recommends adding the Midterm exam to the course calendar.*
	* *The Panel recommends adding the Title IX statement to the course syllabus, which can be found on the ASC Curriculum and Assessment Services website at:* [*https://asccas.osu.edu/curriculum/syllabus-elements*](https://asccas.osu.edu/curriculum/syllabus-elements)*.*
	* Samuels, Baker, **unanimously approved** with *three recommendations* (in italics above)
3. German 2254.02 (“new course” with GE Literature; will be new GE Foundation: LVPA; 100% DL of existing 2254.01, the in-person version)
	* The Panel did not find sufficient evidence that the course will meet the required 9 hours of instruction to meet the 3 credit hour standard. The Distance Approval Cover Sheet only shows, at max, 6.5 hours of instruction. They request that additional information be provided to show how the course will meet the required 9 hours of weekly instruction.
	* The Panel recommends reaching out to the ASC Office of Distance Education and meeting with an instructional designer. For more information and how to schedule a consultation, please visit the ASC Office of Distance Education website at: <https://ascode.osu.edu/consultation>.
	* The Panel requests additional information surrounding the course assignments. They could not find any information about the Quizzes, Discussions or Weekly Assignments and ask for an expansion upon what is currently there for the Essays and Final Project.
	* The Panel asks that the Goals and ELOs for the new GE Foundation: Literature, Visual and Performing Arts be added to the syllabus, as this course has an effective date of AU22. The Goals and ELOs for the new GE can be found on the Office of Academic Affairs website at: <https://oaa.osu.edu/ohio-state-ge-program>
	* The Panel would like clarification about the Insight Assignments found in the course calendar (such as on Week 3) as they do not see them described elsewhere within the course syllabus.
	* **No Vote**
4. Sociology 2367.02 (existing course with GE Writing and Communication – Level 2; GE Social Science – Organizations and Polities; will be new GE Foundation: Social and Behavioral Sciences; request for 100% DL) (return)
	* *The Panel recommends reaching out to the Writing Across the Curriculum program in the Center for the Study and Teaching of Writing and utilizing their Writing Associate program. This program allows for an undergraduate writing tutor to be embedded within the course, and the Panel recommends this resource given the writing-heavy nature of the course.*
	* *On page 3 of the syllabus, there is a reference to the GEC. The Panel ask this reference be removed, as the GE program has not been the GEC since semester conversion.*
	* *The Panel ask that the new GE Historical and Cultural Studies Foundation Goals and ELOs be removed and replaced with the Social and Behavioral Sciences Goals and ELOs. There was an administrative error within the feedback from the original Panel meeting asking for Historical and Cultural Studies Goals/ELOs, when this course has been grandfathered into Social and Behavioral Sciences and we apologize for that error. The Social and Behavioral Sciences Goals and ELOs can be found on the Office of Academic Affairs website at:* <https://oaa.osu.edu/ohio-state-ge-program>
	* Samuels, Baker, **unanimously approved** with *three recommendations* (in italics above)