ASCC Social and Behavioral Sciences Panel

Approved Minutes

Thursday, September 1st, 2022 2:00 – 3:30 PM

CarmenZoom

**Attendees**: Cody, Dinan, Dwyer, Hooker, Nathanson, Piperata, Roup, Smith, Steele, Vankeerbergen

**Agenda:**

1. Welcome and introductions
2. Overview of the work of the panel
	1. Christina Roup, Chair, discussed the charge of the panel – reviewing new course proposals, course change requests, program proposals, and program revisions for the Social and Behavioral Sciences division of the College of Arts and Sciences. The Panel is also charged with reviewing all courses from inside and outside the college for the GEN Foundation: Social and Behavioral Sciences.
	2. Bernadette Vankeerbergen, Associate Dean for Curriculum, reminded the Panel about 2 procedural issues:
		1. The difference between course review and syllabus review. Due to the ongoing COVID-19 pandemic and current trends in higher education, the Panel has seen a sharp uptick in the number of Course Change Requests for 100% Distance Learning courses. In these cases, close review of the syllabus to make sure that it meets the College’s standards for clarity, consistency, and transparency in Distance Learning courses is needed. However, for non-DL course review, the Panel is encouraged to focus on the course’s content, level, workload, and appropriateness for the GEN category (when applicable) rather than syllabus review.
		2. A review of the different voting procedures (approval, approval with comments and/or recommendations, approval with contingency, and “no vote”) and their results for the committee, the chair, and the submitting unit.
3. Approval of 5-3-22 minutes
	1. Piperata, Nathanson; unanimously approved
4. Speech and Hearing Science 2230 (existing course requesting 100% DL)
	1. *Recommendation*: The Panel recommends that the department include page numbers for all readings so that students are aware of work expectations from week to week.
	2. *Recommendation*: The Panel recommends that the department include information regarding the role of the TA that outlines who students should contact (the instructor or the TA) with questions about different kinds of issues.
	3. *Recommendation:*  The Panel requests that the department provide students with information about where to purchase, rent, or otherwise procure the required text for the course (syllabus pg. 2 under “Course Materials and Technologies”).
	4. *Recommendation*: The Panel offers a friendly reminder that the in-person syllabus (submitted for comparison purposes only) has an outdated Title IX statement. The most up-to-date statement can be found here: <https://asccas.osu.edu/curriculum/syllabus-elements>.
	5. Piperata, Dwyer; unanimously approved with *4 recommendations* (in italics above.)
5. Speech and Hearing Science 4540 (existing course requesting 100% DL)
	1. *Recommendation*: The Panel recommends that the department clarify whether the synchronous sessions (Tuesday 11:30-12:30) are optional or required. For example, on pg. 1 of the syllabus, under “Course Management”, it says that the Tuesday synchronous sessions are optional, while on pg.2 under “How this Online course works; Mode of delivery” it says “There will be a mix of asynchronous recorded lectures and synchronous sessions when you must be logged in to Carmen at a scheduled time (Tuesdays 11:30-12:30).”
	2. *Recommendation*: The Panel recommends putting all the due dates for the discussion posts on the course calendar. They note that a column noting due dates for all assignments would be helpful for students.
	3. *Recommendation*: The Panel recommends that the department make clear to students where they can purchase, rent, or otherwise procure the required textbook (syllabus pg. 3 under “Course Materials”).
	4. Dwyer, Nathanson; unanimously approved with *3 recommendations* (in italics above).
6. Anthropology/History/ Comparative Studies 3072 (new cross-listed courses requesting GE Lived Environment)
	1. **Contingency:** The Panel asks that the Department of Anthropology include a Curriculum Map with the proposal that includes the newly proposed course.
	2. **Contingency:** Panel requests that the departments include a paragraph directly following the GEN Theme Goals and ELOs that explains how this course will meet the GEN Goals and ELOs (syllabus pg. 2).
	3. **Contingency:** The Panel asks that the department provide more information about all course assignments (especially the Final Project/Paper/Presentation), including the length/format of the assignments and a short description of how students will be assessed (syllabus pg. 2-3).
	4. *Recommendation:* As GEN Themes courses are designed to be more advanced than GEN Foundations courses and are not generally recommended to or intended for first year students, the Panel recommends that the departments *not* indicate that the course is intended for freshmen (Course Request Form pg. 1 under “Subject/CIP Code; Intended Rank”).
	5. *Recommendation:* The Panel recommends that the departments include a section in the syllabus that outlines how students should seek accommodations for physical disabilities or mobility issues that may arise during site visits.
	6. *Recommendation:* The Panel recommends including due dates for all assignments and the dates of exams on the course calendar.
	7. *Recommendation:* The Panel recommends including a place on the syllabus for the instructor’s contact information and the days/meeting time for the course.
	8. Comment: The Panel recognizes that this course will initially be offered on the Newark campus and shares a friendly reminder with the departments to make sure that syllabus statements (Academic Misconduct, Title IX, Disability Services, etc.) are appropriate to the campus of offering, especially if the course is offered on other campuses in the future.
	9. Piperata, Dwyer; unanimously approved with **3 contingencies**, *4 recommendations,* and 1 comment
7. Psychology 6851 (course change; reduce credit hours from 5 to 3)
	1. **Contingency:** The Panel requests that the department remove references to the practicum aspect of the course (syllabus pg. 2 and pg. 4) to align the syllabus with the Course Change Request form (pg. 1 under “Course Change Information”), which says that the department’s reason for the request is the removal of the “practical piece” of the course.
	2. *Recommendation:* The Panel recommends that the department adjust the meeting times for the course on pg. 7 of the syllabus (under “Logistics of the Course; Mode of delivery”) to align with the new 80-minute class time that is outlined on pg. 1 of the syllabus.
	3. *Recommendation:* The Panel recommends that the department adjust number (28) of In-Class Activities (syllabus pg. 4) to align with the “Grade Earning Matrix” (syllabus pg. 5) which indicated 13 In-Class Activities.
	4. Piperata, Nathanson; unanimously approved with **1 contingency** (in bold above) and 2 recommendations (in italics above)
8. Sociology 2380 (new course requesting GEN Foundation: REGD)
	1. *Recommendation:* The Panel recommends clarifying the attendance policy for students. Pg. 1 of the syllabus lists attendance as one of the Course Requirements, but attendance does not currently factor into the Grading Summary (syllabus pg. 4).
	2. *Recommendation:* The Panel recommends that the department be consistent in how they outline the different proportions of students’ grades. In the assignment descriptions (syllabus pg. 2-4), each assignment is given a percentage of the course grade. In the Grading Summary (syllabus pg. 4), the chart references “Points Possible” rather than percentages.
	3. *Recommendation:* The Panel recommends that the department note the dates for the exams on the course schedule.
	4. *Recommendation:* The Panel asks that the department label the syllabus (pg. 1) with the assigned course number.
	5. *Recommendation:* The Panel asks that the department remove the reference to “OSU Standard Grade Guidelines” as the university does not have standard guidelines or a standard grading scale. (Syllabus pg. 5 just prior to “Course Policies and Resources”)
	6. Comment: The Panel believes that this course will be of interest to students in several programs and asks that the department advertise it widely when it is offered. They believe that the course would be of particular interest to faculty, staff, and students in Political Science, Psychology, Geography and the John Glenn College of Public Affairs.
	7. Nathanson, Piperata; unanimously approved with *5 recommendations* (in italics above) and 1 comment.