**ASCC Arts and Humanities 1 Panel**

Approved Minutes

Wednesday, October 5th, 2022 9:30AM – 11:00AM

CarmenZoom

**Attendees:** Bitters, Blackburn, Cody, Hilty, Podalsky, Richardson, Staley, Vankeerbergen

1. Approval of 09/21/2022
	* Blackburn, Podalsky, **approved** with **one abstention**
2. English 3022 (new course requesting GEN Theme: Sustainability)
	* **On page 4 of the course syllabus, the Panel asks that the information regarding how this course fulfills the ELOs for the Technology Embedded Literacy be removed from the syllabus, as this will be a General Education course that can be taken by students across majors and colleges and will only fulfill the Technology Embedded Literacy for students within the Department of English. The panel members worry that including information about embedded literacies would confuse students in other programs.**
		+ **Additionally, English 3022 is not on the list of currently approved courses for the Department of English to fulfill the Embedded Literacy Technology requirement. Should the Department of English wish to add this as an option for the Embedded Literacy, please reach out to Bernadette Vankeerbergen, ASC Assistant Dean for Curriculum, and Andrew Martin, ASC Associate Dean for Undergraduate Education.**
	* Podalsky, Richardson, **unanimously approved** with **one contingency** (in bold above)
3. Linguistics 4602 (existing course with GEL Social Science – Individuals and Groups & Diversity – Social Diversity in the U.S.; requesting to change levels from 3000 to 4000-level; title change; increase credit hours from 3 to 4; addition of prerequisites; requesting GEN Theme: Citizenship for a Diverse and Just World with High-Impact Practice: Research & Creative Inquiry)
	* *The Panel recommends including more information on the final paper/project assignment, especially given that the course is now a 4-credit hour course. As a reminder, syllabi are required to include, “Information about the length and format of all papers, homework, laboratory assignments, and examinations”, per ASCC guidelines. See the ASC Curriculum and Assessment Services website for more details here:* [*https://asccas.osu.edu/curriculum/syllabus-elements*](https://asccas.osu.edu/curriculum/syllabus-elements)*.*
	* *The Panel offers a friendly suggestion that the current format (two 80-minute sessions and one 55-minute session) may be difficult to schedule at the Office of the University Registrar, and perhaps consider an alternative timing structure. Of course, the Panel recognizes the course may have been intentionally designed in a way that this may be the ideal format.*
	* *The Panel recommends removing the reference to the “OSU standard grading scale” on page 4 of the syllabus, as Ohio State does not have a standardized grading scale and instructors are free to utilize a scale that best suits the needs of their course.*
	* Podalsky, Blackburn, **unanimously approved** with *three recommendations* (in italics above)
4. ASC 6000 (new course)
	* Blackburn, Podalsky, **unanimously approved**
5. Linguistics 3000 (new course)
	* *The Panel recommends removing language surrounding this course fulfilling the Advanced Writing Embedded Literacy for programs within the Department of Linguistics, as this could be confusing to students outside the major. As a reminder, Embedded Literacies are program-specific and are decided by individual departments. Additionally, the Panel recommends removing the language on pages 2-3 of the course syllabus, as the Embedded Literacies are not a requirement or category of the General Education program. Finally, Linguistics 3000 is not currently approved to meet the Embedded Literacy: Advanced Writing for Linguistics majors. If the Department of Linguistics would like to make Linguistics 3000 an option to fulfill the Embedded Literacy: Advanced Writing, please reach out to Bernadette Vankeerbergen, ASC Assistant Dean for Curriculum, and Andrew Martin, ASC Associate Dean for Undergraduate Education.*
	* *The Panel recommends reviewing the syllabus for formatting errors (such as some course policies being italicized like the Academic Integrity policy on syllabus page 9), as this may create accessibility issues. Additionally, and to the point of accessibility, the members of the Panel recommend not placing headers in italics, as this can cause issues for digital accessibility.*
	* Blackburn, Richardson, **unanimously approved** with *two recommendations*(in italics above)
6. English 3340 (new course requesting GEN Theme: Sustainability)
	* *The Panel recommends updating the Goals and ELOs on the course syllabus, as they are not the officially approved Goals and ELOs for the GEN Theme: Sustainability and the Themes Panel will request this revision. The Goals and ELOs for all GEN categories can be found on the ASC Curriculum and Assessment Services website at:* [*https://asccas.osu.edu/new-general-education-gen-goals-and-elos*](https://asccas.osu.edu/new-general-education-gen-goals-and-elos)*.*
	* *The Panel recommends providing a list of references or a bibliography within the course syllabus for students to easily access. They recognize that books required are listed out but find it can be helpful to students to have all articles and any other materials listed explicitly in course syllabi.*
	* *The Panel recommends having a course description on the first page of the syllabus, as students typically expect this on a syllabus.*
	* Blackburn, Richardson, **unanimously approved** with *three recommendations* (in italics above)
7. Spanish 4542 (new course requesting GEN Theme: Sustainability)
	* *The Panel recommend updating the Goals and ELOs for GEN Theme: Sustainability in the course syllabus, as it does not appear that the Goals are all listed in the syllabus. The Goals and ELOs for all GEN categories can be found on the ASC Curriculum and Assessment Services website at:* [*https://asccas.osu.edu/new-general-education-gen-goals-and-elos*](https://asccas.osu.edu/new-general-education-gen-goals-and-elos)*.*
	* *The Panel recommends removing all references to this being a 4-credit hour course, such as on page 1 of the course syllabus, as it is being submitted as a 3-credit hour GEN Theme: Sustainability course.*
	* Blackburn, Richardson, **approved** with **one abstention** and *two recommendations* (in italics above)
8. German 3798.02 (existing course with GEL Diversity – Global Studies & GEL Education Abroad; requesting to change levels from 2000 to 3000-level; title change; increase credit hours from 3 to 4; requesting GEN Theme: Citizenship for a Diverse and Just World with High-Impact Practice Education Abroad and Away)
	* **The Panel finds this course to be an excellent study abroad course and would like to utilize this as a model syllabus going forward for the language departments on how to craft a 4-credit hour study abroad. However, they ask that the department/instructor reach out to Bernadette Vankeerbergen, ASC Assistant Dean for Curriculum, to more thoroughly show that this course meets the 4-credit hour standard for study abroad. While the Panel believes this course will hit the minimum requirements, the syllabus and the credit hour rationale currently only appear to be accounting for 3-credit hours of work.**
	* Podalsky, Blackburn, **unanimously approved** with **one contingency** (in bold above)