**Arts and Sciences Curriculum Committee**

Approved Minutes

Friday, December 16th, 2022 9:00AM – 11:00AM

Bricker 385

**Attendees:** Bitters, Cody, Fletcher, Hilty, Jenkins, Kaizar, Kurtz, Nathanson, Ottesen, Podalsky, Price-Spratlen, Putikka, Romero, Roup, Skinner, Steele, Steinmetz, Vaessin, Vankeerbergen

1. Black Studies Undergraduate Certificate (new) (guest: Ryan Skinner)
	* Arts and Humanities 2 Letter: The Arts and Humanities 2 Panel reviewed the new certificate in Black Studies, proposed by the African American and African Studies department. This new type 1A, 1B, and 2 certificate will be available for in-person and online coursework and includes three core foundational courses (AFAMAST 1101, 1111, and 1112) and one open elective course (one 2000-level or above course in AFAMAST). The certificate seeks to engage three primary student populations: teachers who would like to integrate Black Studies into their pedagogy, community members (including seniors and high school graduates) looking to pursue focused study in the discipline, and non-educator working professionals engaged in a variety of fields who may benefit from having a background in Black Studies to better serve their clients and community. The Arts and Humanities 2 Panel unanimously approved the proposal and sends it to the full Arts and Sciences Curriculum Committee with a motion to approve.
	* Skinner: Our intention with this program was to keep this in-house to ensure we had control over the curriculum and that it was serving the needs of our students, especially given the intention to engage community members, teachers, and working professionals. This certificate also ensures that our department remains committed to offering these foundational courses. Additionally, we have just hired two new faculty members that will be teaching courses that will become a part of the certificate beginning in Spring 2023. We find this certificate to be very lean but robust and rigorous and have high hopes on engaging community members as well as current Ohio State students.
	* Committee Member question: The third question on the assessment form appears to be a fairly robust question, yet there is only approximately three lines of space. Will there be more space on the form given to students?
		+ Skinner: Yes, our plans are to offer this form to students in an online format, so they will be able to utilize as much or as little space to answer the question as they need.
	* Committee Member question: Are you expecting fewer students in your department’s minor?
		+ Skinner: We do not believe this will conflict with our minor, as we believe this certificate will be targeting a different population of students. We currently see students discovering the discipline through the General Education and then continue to take courses that they find interesting. This leads to them discovering the minor and realizing that they either have completed or are very close to finishing that program.
		+ Committee Member question: Is the minor broader than the proposed certificate?
		+ Skinner: The minor is at a different level. This certificate is mostly at the 1000-level, while the minor is at the 2000-level and above.
	* Committee Member question: I am pleased to see a concurrence from Teaching & Learning in the College of Education and Human Ecology. Do you feel as if having this conversation with that unit opens the opportunity for more dialogue between African American and African Studies and Teaching & Learning as you engage with this type of work?
		+ Skinner: The dialogue that was started is a great opportunity for us to connect further with our colleagues who are responsible for instructing teachers how to properly teach. This communication will allow us to connect students who may have an interest in their programs and for their students to discover there is a way to gain foundational knowledge in a topic that may help them in their careers.
	* Committee Member question: Are there any plans to utilize resources such as the Community Extension Center as a means to engage community members?
		+ Skinner: Yes, Monica Stigler, Program Manager for the Community Extension Center, teaches courses for us. We imagine this resource as a place for individuals to come when they are taking courses within the certificate to have a place to engage with experts and classmates and it has recently undergone extensive renovations and infrastructure upgrades.
	* Committee Member question: What support does African American and African Studies need from this body to be successful in offering this certificate?
		+ Skinner: We are currently undergoing a cluster hire of five new faculty, including, potentially, an external chair. Our biggest concern is ensuring that we have a presence within the new General Education program and are visible to students. Advocacy, both in terms of visibility to students and financial rallying, will be critical to the department in the upcoming years.
	* Arts and Humanities 2 Panel, Fletcher, **unanimously approved**
2. Revision to the International Studies BA (guest: Marcus Kurtz)
	* Social and Behavioral Sciences Letter: The Social and Behavioral Sciences Panel reviewed a revision to the International Studies BA. The rationale for the revision was based on several factors, including: a review of the program had not occurred in many years, the program has evolved to include new options for students while leading to a lack of cohesiveness to the program, and several of the core courses were no longer routinely offered. The revision creates a 9-credit core curriculum that all students must complete while also requiring students to complete at least two thematic tracks. These thematic tracks include a 15-credit hour primary concentration in one of 14 tracks and a 9-credit hour secondary concentration in a different track. The language requirement of the major remains unchanged. The Social and Behavioral Sciences Panel has approved the revision and now advances the proposal to the full Arts and Sciences Curriculum Committee with a motion to approve.
	* Kurtz: It is important to emphasis that this curriculum revision stems from both an external review of the program and how the program has drastically changed in the last 25 years. When I became director of the program, it became clear that assessment of this program, which had no required classes for all students, was going to be challenging and a revision was necessary.
	* Committee Member question: There seems to be very interesting regional and thematic tracks within the major. Are students forced to choose one regional and one thematic track?
		+ Kurtz: No, we do not force our students to pick both a thematic and regional track, but our advisors do often employ this strategy. We don’t require this because a large portion of our students are double majoring and, for example, may be majoring in a language where two regional tracks could be both of interest and beneficial to the student’s chosen career path. Additionally, some areas, such as Latin American Studies, have a limited number of courses available across the university and the challenge becomes finding enough to fill out a student’s graduation plan.
	* Committee Member question: To confirm, the language requirement in the program remains unchanged?
		+ Kurtz: That is correct, the language requirement is unchanged.
	* Committee Member question: Lately there has been focus on indigenous studies at the university, and there will be five new faculty hires in this area within the next year or so. Is this an area that could be added to the program?
		+ Kurtz: Absolutely, but the challenge becomes ensuring there are enough courses offered routinely so students on this potential track can graduate within a 4-year span. If that happens, we would certainly consider adding this as a track within the major.
	* Social and Behavioral Sciences Letter, Kaizar, **unanimously approved**
3. Approval of 12/02/2022 Minutes
	* Roup, Romero, **unanimously approved**
4. Informational Items (Brad Steinmetz)
	* Update to Biology BA prereqs
		+ Steinmetz: The Center for Life Sciences Education has made a small change to their prerequisites to help assist students applying to Physician Assistant programs. Currently, students are required to take either Chem 2310, a condensed single semester of Organic Chemistry lecture, or Chem 2510 and 2520, a two-semester expanded lecture sequence. They have added the option to take Chem 2510, a lecture, and Chem 2540, a laboratory, to fulfill the requirements for the Biology BA major. Additionally, as another small change, they have added EEOB 2510 and EEOB 2520 as additional options in the list of required courses for the Life Sciences Education specialization.
	* Workshop offered by ASCCAO
		+ Steinmetz: The staff in the Curriculum and Assessment office offered a curriculum training earlier this week that was geared towards staff members to help them understand the curriculum process.
5. Panel Updates
	* Arts and Humanities 1
		+ Comparative Studies 2381 – approved
		+ English 5711 – approved with contingency
		+ History 3365 – approved with contingency
		+ Spanish 2381 – approved
		+ WGSS 2381 – approved
	* Arts and Humanities 2
		+ German 5602 - approved
		+ History 2202 – approved
		+ History 3216 – approved
	* Natural and Mathematical Sciences
		+ Statistics 6910 – approved
		+ Statistics 6950 – approved
		+ Statistics 7301 – approved
		+ Statistics 7302 – approved with contingency
		+ Statistics 7410 – approved
		+ Statistics 7541 – approved
		+ Statistics 8625 – approved
	* Social and Behavioral Sciences
		+ N/A
	* Race, Ethnicity and Gender Diversity
		+ Fletcher: The REGD Panel did not review any courses, as we held an open forum meeting that allowed instructors to discuss best-practices and lessons learned from teaching within the category this semester.
	* Themes 2
		+ English 3022 – approved with contingency
		+ Philosophy 2465 – approved
		+ Speech and Hearing Science 4530 – approved
	* Themes 1
		+ Agricultural Communication 2330 – approved
		+ English 3350 – approved with contingency
		+ German 3689 - approved
		+ History 3711 – approved with contingency
		+ NELC 3667 – approved with contingency
		+ NELC 3689 – approved
		+ Religious Studies 3667 – approved with contingency
		+ Spanish 3689 – approved
6. ASCC Annual Report & First-year Seminar Report (2021-2022)
	* First-year Seminar Report
		+ Bitters: Speaking to the First-year Seminar report, there were slightly lower enrollments in 2021-22 from 2020-21, with 476 students in 2021-22 and 499 in 2020-21. We still have a good mix of representation from the various colleges and units, and I have reached out to Associate Dean Andrew Martin to inquire if we can run the First-year Seminar program next year. He is reaching out to Dean David Horn and, if we will continue, calls for seminars will go out in January. Additionally, since the data is available, I would like to note that for the 2022 academic year, enrollment was down to 365 students across 23 seminars.
		+ Committee Member question: What is the difference between the autumn and spring semester split? Why wasn’t this data reported?
			- Bitters: We do not have seminars in Spring semester any longer, as student demand was not as high, and we ended up cancelling quite a few of these sections.
		+ Committee Member question: I cannot help but wonder if there has been a drop in enrollment due to the GEN launch seminar and a restructuring of the General Education program. Would there be any way to restructure these courses so that they fit within the structure of the new General Education program to encourage students to take these seminars?
			- Bitters: First, I do suspect that the drop in enrollment may be due to first-year students enrolling in both University Survey and the GEN Launch Seminar, which are both one-credit courses. They would not want to enroll into either a second or third one-credit hour course. Second, I would point the Committee’s attention to year 2017-18, where we had a steep uptick in enrollment. We had substantial support from the office of then-President Drake, and he helped provide additional funding and visibility to the program.
			- Committee Member comment: I hesitate to even attempt to include this within the General Education program, as the structure would need to be very different and it would need to find a different revenue process, as First-year Seminars do not currently count towards a faculty member’s teaching load. There may be a creative solution to declining enrollment due to the new General Education requirements, but I would caution making the program more complex as complexity causes student confusion.
	* ASCC Annual Report
		+ Committee Member comment: On the first page of the report, under subsection 1, Foundation: Race, Ethnicity and Gender Diversity, there is a “Note from the office”. Please amend this to simply say “Note”, as it appears that the report takes on two separate voices. Additionally, on page 2 of the report, under the Upper/Lower Division Courses in ASC section, there are brackets with additional information. Please add “Note” to this section to be consistent.
	* Roup, Ottesen, **approved** with **one abstention**
7. Discussion Regarding Syllabus Statement Repository
	* After the final agenda item, Natural and Mathematical Sciences Panel Chair Jen Ottesen asked the Committee if it would be useful to have a conversation surrounding, potentially, having all syllabus statements in a centralized location. This centralized location that will then be linked to directly within a syllabus. This will allow all boilerplate statements to be centralized and the length of syllabi to be decreased. ASC Assistant Dean for Curriculum Bernadette Vankeerbergen stated that this likely would need to be a university-level conversation at the Office of Academic Affairs and would bring this to the attention of ASC Associate Dean Andrew Martin.