**ASCC Natural and Mathematical Sciences Panel**

Approved Minutes

Wednesday, February 22nd, 2023 12:30-2:00 PM

Denney 110

**Attendees**: Cole, Dinan, Kaizar, Hamilton, Ottesen, Steele, Vankeerbergen

1. Approval of 2-8-23 minutes
	1. Based on university guidelines, the Panel amended the minutes from the 2-8-23 meeting to include a request for a concurrence from the Department of Computer Science and Engineering and the department of Statistics for Earth Sciences 5757.
	2. Cole, Kaizar; approved with one abstention.
2. Philosophy 2540 (existing course requesting GEN Foundation Mathematical and Quantitative Reasoning (or Data Analysis))
	1. The Panel asks that the department provide additional information about how ELOs 1.2 and 1.3 will be met. Specifically, they would like to know what tools will be used to evaluate data and what types of exercises students will engage in surrounding this; they note that more specific examples of assignments should be described in the GE submission form.
	2. The Panel asks that the department clearly label this course as fulfilling the New General Education (GEN) Mathematical and Quantitative Reasoning (Or Data Analysis) category (syllabus pg. 1) *and* note on the syllabus that the course does NOT fulfill the Legacy General Education (GEL) Quantitative Reasoning: Mathematical or Logical Analysis category, since the names of the categories in both GE systems are very similar.
	3. The Panel asks that the department clarify and amend the Attendance Policy found on pg. 5 of the syllabus. They request that the department give particular attention issues such as defining what constitutes an excused absence vs. an unexcused absence, how and when students can make up work, and what specific assignments (other than participation) can and cannot be made up if class is missed. Additionally, they ask that the department remove the references to “University Approved Absences” (the university has no list of approved absences), “Accessibility Resources and Service[s]” (as this office does not exist at Ohio State), and specific medical conditions, such as pregnancy (as students are not required to reveal personal medical information to instructors).
	4. The Panel recommends that the department proofread the syllabus carefully for typos/errors, especially those that may cause confusion surrounding assignments and the “Course Requirements and Weights” section on pg. 2-3 of the syllabus.
	5. The Panel recommends that the department include in the syllabus a section about the equipment/technology students will need for the course (laptop/tablet, software, browser, etc.) since there will be online exams (pg. 3) and data simulations (GE Form pg. 3).
	6. The Panel offers a friendly reminder that the department may wish to consider whether this course should have a mathematics pre-requisite to promote student success. The Panel notes that the pre-requisites for Philosophy 1500 or 2500 may provide a useful model.
	7. The Panel asks that the department remove the “D-“ from the grading scale and change the grade of “F” to “E” (syllabus pg. 3), as the grades of “D-“ and “F” are not given at Ohio State.
	8. The Panel recommends that the department use the most up-to-date version of the Student Life Disabilities Services statement (syllabus pg. 5 under “Accessibility Resources”). An up-to-date statement can be found here: <https://asccas.osu.edu/curriculum/syllabus-elements>.
	9. The Panel recommends that the department update the Mental Health Statement (syllabus pg. 5 under “Mental Health”), as there is a new phone number for the National Crisis/Suicide Hotline. The most up-to-date statement can be found here: <https://asccas.osu.edu/curriculum/syllabus-elements>.
	10. No Vote
3. Molecular Genetics 4581S (new course)
	1. Comment: The Panel would like to express their enthusiasm for the course and the experience that the department is providing to students.
	2. **Contingency**: The Panel asks that the department amend/clarify the course pre-requisites (Course Request Form under “Prerequisites and Exclusions” and syllabus, pg. 2), with attention to the following issues:
		1. On the syllabus (pg. 2, under “Prerequisites”), it states that the course is open to “all science and/or science education majors”. However, the Course Request form does not limit enrollment to students in certain majors. The Panel asks that the department alter eitherthe Course Request Form or the syllabus so that the pre-requisite requirements are the same on both documents.
		2. If the course is open to students in any major (see item c.i above,) then the course pre-requisite, as currently written, could be fulfilled by any upper-division course in any major (in addition to Biology 1113). The Panel recognizes that the department may have intended to say “an upper-division course in Molecular Genetics or another science department” rather than “an upper-division course in Molecular Genetics or another major”, but they ask that the department clarify their intent.
		3. If the course is open only to students in science and/or science education majors, (see item c.i above,) then the course pre-requisites, as currently written, are unclear as to whether students need to take one of the specific courses listed (Molecular Genetics 4500; Molecular Genetics 4606; Microbiology 4000; Evolution, Ecology, and Organismal Biology 4210; or Biochemistry 4511), or if any upper division course (3000 level or higher) in a science or science education major will meet this pre-requisite requirement (in addition to Biology 1113).
		4. Depending on the department’s decision about items c.i, c.ii, and c.iii above, it may not be possible to electronically enforce the pre-requisites for the course. The Panel recommends consulting with the Office of the University Registrar if the department wishes to pursue electronic enforcement.
	3. **Contingency:** The Panel asks that the department obtain a concurrence from the College of Education and Human Ecology’s Department of Teaching and Learning. Additionally, they ask that the department inform their colleagues in Evolution, Ecology, and Organismal Biology and the Center for Life Sciences Education about the addition of this course to the university’s biological sciences curriculum, as it may count toward their students’ major/minor programs.
	4. **Contingency:** The Panel asks that the department include in the syllabus information about the pre- and post-surveys that students will be required to fill out as a part of their reflection on their service-learning experience (Service Learning form item 5.a, 5.c, and 8.c).
	5. *Recommendation:* The Panel recommends that the description of the course that appears in the course catalog (Course Request Form under “General Information”) including the following statement (or similar) “Students will be required to participate in off-campus activities; some evening/weekend meetings may be required.”
	6. *Recommendation*: The Panel recommends providing more information to students about the type of transportation that will be provided to the elementary schools (Syllabus pg. 1).
	7. *Recommendation*: The Panel recommends that the department provide more information in the syllabus about grading; specifically, they recommend outlining how or why a student might earn a “U” in the course.
	8. Comment: Given the unique structure of the course and the unusual time commitments required of students, the Panel offers a friendly reminder to the department to make certain that students understand what is required of them prior to important enrollment and financial deadlines, such as the first, second, and fourth Fridays of the term; this will allow students to avoid undue hardship should they need to drop the course.
	9. Kaizar, Hamilton; unanimously approved with **three contingencies** (in bold above), *3 recommendations* (in italics above), and two comments.
4. Physics 5810 (renumbering of existing course from 6810) (return)
	1. Comment: The Panel offers a friendly reminder to the department that, per a decision of the ASCC, they cannot review Carmen sites or screen shots from Carmen due to issues of access and record keeping. While the Panel was able to approve this course based on the minimal schedule provided in the syllabus, in the future, they ask that the department refrain from submitting Carmen screen shots or links to Carmen in lieu of a syllabus or required syllabus elements.
	2. *Recommendation:* The Panel recommends that the department update the Mental Health Statement (syllabus pg. 10-11 under “Your Mental Health”), as there is a new phone number for the National Crisis/Suicide Hotline. The most up-to-date statement can be found here: <https://asccas.osu.edu/curriculum/syllabus-elements>.
	3. Hamilton, Cole; unanimously approved with *one recommendation* (in italics above), and one comment.