**ASCC Arts and Humanities 1 Subcommittee**

Approved Minutes

Monday, September 11th, 2023 9:30AM – 11:00AM

CarmenZoom

**Attendees:** Bitters, Hedgecoth, Hilty, Koehnlein, Neff, Smith, Staley, Troyan, Vankeerbergen

1. Approval of 08/28/2023 Minutes
	* Koehnlein, Hedgecoth, **unanimously approved**
2. French 2804 (existing course with GEN Foundation Race, Ethnicity and Gender Diversity; requesting 100% DL)
	* **The Subcommittee noticed that on page 1 of the course syllabus, students were only receiving 1-hour of direct instructional time in form of a 1-hour synchronous Zoom session. However, they were unable to see within the course syllabus where the remaining two hours per week of required direct instructional time would be taking place. They ask that either a rationale be provided that explains where the remaining direct instructional time will be taking place or that the course instructor require the additional two hours of direct instructional time take place synchronously, such as by meeting twice a week for 80-minute sessions.**
	* **The Arts and Sciences Curriculum Committee recently updated the list of required syllabus statements for all syllabi within the College to include a statement on religious accommodations. This new, required statement is a result of a directive by the Executive Vice President and Provost and** [**can be found here on the ASC Curriculum and Assessment Services website**](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements)**. The Subcommittee thanks you for adding this statement to your course syllabus.**
	* *The Subcommittee noticed that throughout the course syllabus (such as on page 1) the course number is listed as 2804.21. However, the official number for the course was not changed and remains 2804 in curriculum.osu.edu. The Subcommittee recommends updating this to the official course number prior to handing the syllabus out to students.*
	* *The Subcommittee offers the friendly recommendation to update the Student Life – Disability Services statement in the course syllabus, as they recently updated it for the 2023-24 academic year. The most up-to-date* [*Student Life – Disability Services statement can be found here*](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements) *on the ASC Curriculum and Assessment website.*
	* Troyan, Koehnlein, **unanimously approved** with **two contingencies** (in bold above) and *two recommendations* (in italics above)
3. South Asia Studies 3635 (new course requesting 100% distance learning and new GEN Theme: Citizenship for a Diverse and Just World)
	* The Subcommittee has decided to table this course until the required distance learning cover sheet has been filled out and signed by the Distance Learning Coordinator.
	* **Tabled**
4. MRS 3217 (existing course with GEL Cultures and Ideas & Diversity – Global Studies; request to change level/number from 2217 & add GEN Theme: Lived Environments)
	* **The Subcommittee asks that the GEN Theme ELOs and brief explanatory rationale be added to the course syllabus. Currently, on page 1 of the syllabus, there are only the Goals listed and it is a requirement of all General Education courses to have both the Goals and ELOs of all GE categories requested. A list of the GEN Goals and ELOs can be found in an easy to copy-and-paste format on the** [**ASC Curriculum and Assessment Services website here**](https://asccas.osu.edu/new-general-education-gen-goals-and-elos)**.**
	* **The Subcommittee asks that the GEL Goals, ELOs, and brief explanatory rationale be provided within the course syllabus, as it is a requirement to have all GEL categories within course syllabi. As a reminder, MRS 3217 is approved for GEL Cultures and Ideas & Diversity – Global Studies. A list of the** [**GEL Goals and ELOs can be found on the ASC Curriculum and Assessment Services website here**](https://asccas.osu.edu/legacy-general-education-gel-goals-and-elos)**.**
	* **The Arts and Sciences Curriculum Committee recently updated the list of required syllabus statements for all syllabi within the College to include a statement on religious accommodations. This new, required statement is a result of a directive by the Executive Vice President and Provost and** [**can be found here on the ASC Curriculum and Assessment Services website**](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements)**. The Subcommittee thanks you for adding this statement to your course syllabus.**
	* *The Subcommittee recommends reading through the course syllabus and removing any holdover references to the quarter system, such as found on page 2 in the attendance policy, since Ohio State now operates under semesters and not quarters.*
	* *The Subcommittee recommends placing all information about course exercises 1, 2, and 3 within the “Assessments” section of the syllabus on pages 2 and 3 of the syllabus. They worry that students may find it confusing that information on the three course exercises is found within the course schedule and not within the assessments section.*
	* *The Subcommittee offers the friendly recommendation to update the Student Life – Disability Services statement in the course syllabus, as they recently updated it for the 2023-24 academic year. The most up-to-date* [*Student Life – Disability Services statement can be found here*](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements) *on the ASC Curriculum and Assessment website.*
	* Hedgecoth, Koehnlein, **unanimously approved** with **three contingencies** (in bold above) and *three recommendations* (in italics above)
5. Music 5801 (new course)
	* **The Arts and Sciences Curriculum Committee recently updated the list of required syllabus statements for all syllabi within the College to include a statement on religious accommodations. This new, required statement is a result of a directive by the Executive Vice President and Provost and** [**can be found here on the ASC Curriculum and Assessment Services website**](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements)**. The Subcommittee thanks you for adding this statement to your course syllabus.**
	* *The Subcommittee offers the friendly recommendation to update the Student Life – Disability Services statement in the course syllabus, as they recently updated it for the 2023-24 academic year. The most up-to-date* [*Student Life – Disability Services statement can be found here*](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements) *on the ASC Curriculum and Assessment website.*
	* Troyan, Koehnlein, **unanimously approved** with **one contingency** (in bold above) and *one recommendation* (in italics above)
6. ASC 6001 (new course)
	* **The Arts and Sciences Curriculum Committee recently updated the list of required syllabus statements for all syllabi within the College to include a statement on religious accommodations. This new, required statement is a result of a directive by the Executive Vice President and Provost and** [**can be found here on the ASC Curriculum and Assessment Services website**](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements)**. The Subcommittee thanks you for adding this statement to your course syllabus.**
	* *The Subcommittee offers the friendly recommendation to update the Student Life – Disability Services statement in the course syllabus, as they recently updated it for the 2023-24 academic year. The most up-to-date* [*Student Life – Disability Services statement can be found here*](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements) *on the ASC Curriculum and Assessment website.*
	* Hedgecoth, Koehnlein, **unanimously approved** with **one contingency** (in bold above) and *one recommendation* (in italics above)
7. Art 3335 (existing course requesting to change level/number from 5335)
	* The Subcommittee has decided to table discussion of this course until a representative from the Department of Art can be invited to attend one of their future meetings.
	* **Tabled**
8. Classics 3700 (new course requesting GEN Theme: Lived Environments)
	* **The Subcommittee asks that the GEN Theme “Generic” Goals 1 and 2 and their corresponding ELOs be added to the course syllabus for the GEN Theme Lived Environments. It is a requirement of all General Education courses to have all the GEN Goals and ELOs within the course syllabus. A list of the GEN Goals and ELOs can be found in an easy to copy-and-paste format on the** [**ASC Curriculum and Assessment Services website here**](https://asccas.osu.edu/new-general-education-gen-goals-and-elos)**.**
	* *The Arts and Sciences Curriculum Committee recently updated the list of required syllabus statements for all syllabi within the College to include a statement on religious accommodations. This new, required statement is a result of a directive by the Executive Vice President and Provost and* [*can be found here on the ASC Curriculum and Assessment Services website*](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements)*. The Subcommittee recommends this be added directly to the course syllabus but recognizes that the Marion campus has a helpful link with all required statements.*
	* Koehnlein, Troyan, **unanimously approved** with **one contingency** (in bold above) and *one recommendation* (in italics above)