**ASCC Arts and Humanities 1 Subcommittee**

Approved Minutes

Monday, November 20th, 2023 9:30AM – 11:00AM

CarmenZoom

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

1. Approval of 10/09/2023, 10/23/2023 & 11/06/2023 Minutes
   * Koehnlein, Troyan, **unanimously approved**
2. Revision Video Arts Minor
   * **The Subcommittee noticed several administrative errors within the proposal and would like to remind the department that all information surrounding course titles, catalog numbers, cross-listings, credit hours, etc.,** [**can be found on the Office of the University Registrar’s course catalog.**](https://courses.erppub.osu.edu/psp/ps/EMPLOYEE/PUB/c/COMMUNITY_ACCESS.OSR_CAT_SRCH.GBL) **The course catalog is the resource that should be utilized to check this information prior to any program being submitted for review. They noticed the following errors that they ask to be corrected but ask that the department ensure all courses within the sheet are up to date, as this list may not be exhaustive. Additionally, they ask that the department work with Ed Quinn.142 to ensure that all offerings are up to date, as Ed is the advisor for the minor.** 
     + **The Subcommittee asks that all courses within the various categories on the advising sheets be listed in numerical order.**
     + **The Subcommittee notes that “Art 2555H: Introduction to Digital Photography and Contemporary Ideas” should also be listed since both a regular version of the course and an Honors version of the course exist.**
     + **The Subcommittee asks that Art 2601 be removed from the advising sheet, as it was officially withdrawn in 2017.**
     + **The Subcommittee asks that Art 4191.50 be removed from the advising sheet, as it was officially withdrawn in 2020.**
     + **The Subcommittee notes that Art 4009 should be listed as “Art 4009: Film/Video II: Experimental Strategies”.**
     + **The Subcommittee notes that Theatre 5321 should be listed as “Theatre 5321: Film/Video Production I”.**
     + **The Subcommittee notes that Theatre 5322 should be listed as “Theatre 5322: The Art of Editing”.**
     + **The Subcommittee notes that Theatre 5323 should be listed as “Theatre 5323: Film/Video Production II”**
     + **The Subcommittee notes that Theatre 5189 should be listed as “Theatre 5189: Field World in Theatre, Cinema, or Video”.**
     + **The Subcommittee notes that Theatre 5771.09 is in Limbo as of 05/08/2023 and should be removed from the advising sheet.**
     + **Under the program guidelines in the right column, under “Grades required,” the statement “Minimum 2.00 cumulative point-hour ratio required for the minor” should be replaced by “Minimum 2.00 cumulative GPA for all minor course work.”**
     + **Under the program guidelines in the right column, under “Filing the minor program form,” the last word “counselor” should be replaced by “advisor.”**
   * Koehnlein, Hedgecoth, **unanimously approved** with **one contingency** (in bold above)
3. History 3675 (existing course with GEL Historical Study and GEL Diversity – Global Studies; requesting 100% DL)
   * Hedgecoth, Koehnlein, **unanimously approved**
4. History 4005 (existing course requesting 100% DL)
   * Koehnlein, Hedgecoth, **unanimously approved**
5. History 4475 (existing course requesting 100% DL)
   * Hedgecoth, Troyan, **unanimously approved**
6. History 4525 (existing course requesting 100% DL)
   * *The Subcommittee asks that the department remove the statement in the course syllabus about this course fulfilling any of the Embedded Literacies, as this course will only fulfill the Embedded Literacy requirements for History majors. If the department feels strongly that this statement should be included within the course syllabus, they ask that it be explicitly and clearly labeled that this course will only fulfill requirements for students within majors that are housed within the Department of History.*
   * Koehnlein, Troyan, **unanimously approved** with *one recommendation* (in italics above)
7. Russian 3480.01 and 3480.99 (existing course with GEL VPA and Diversity – Global Studies; requesting GEN Foundation: Historical and Cultural Studies) (These are identical courses: .01 is used for in-person offerings while .99 is used for DL offerings)
   * **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 reviewing faculty offer the friendly recommendation to update the Student Life – Disability Services statement in the course syllabus, as it was recently updated for the 2023-24 academic year. The most up-to-date* [*statements can be found here*](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements) *on the ASC Curriculum and Assessment website.*
   * Hedgecoth, Troyan, **unanimously approved** with **one contingency** (in bold above) and *one recommendation* (in italics above)
8. Ethnic Studies 3535 (new course requesting GEN Theme: Sustainability) (Return)
   * The Subcommittee thanks the unit for their revisions based upon their previous feedback. However, at this time, they are unable to approve the course as a new course within the Arts and Humanities and ask that the following feedback items be addressed in a revision:
     + It is unclear how this course will be satisfying the basic contact hour requirement to be a 4-credit hour course. For example, within the Service-Learning inventory provided, it is noted that students will only be meeting for two, 80-minute sessions for 7 weeks. A typical 4-credit hour course that meets for 14 weeks would need to meet for two, 110-minute sessions for all 14 weeks, for example. They ask that this 4th-credit hour be more thoroughly explained within the course syllabus.
     + The Service-Learning aspect of the course is still unclear, as currently explained within the proposal. As a reminder, a service-learning course proposal should describe how the planned service activities reflect the needs and stated priorities of the service partners that students will engage with. In other words, both students and the community partners should be receiving benefits from participating in this experience. They ask that the course proposer meet with and discuss this service-learning experience with Claire Sweigart.10, Program Director for the Office of Service-Learning. Claire will be able to help the course proposer more appropriately flesh out the service-learning aspect of the course conceptually, while also helping them articulate more clearly the service-learning experience within the course syllabus.
     + The Subcommittee asks that a cover letter be provided that details changes to the course syllabus made as a result of this feedback.
   * **Declined to vote**