**ASCC Arts and Humanities Subcommittee 2**

Approved Minutes

Wednesday, October 25th, 2023 9:30 AM – 11:00 AM

CarmenZoom

**Attendees**: Bitters, Diles, Dugdale, Neff, Paulsen, Podalsky, Steele, Vankeerbergen

**Agenda**

1. Approval of 10-11-23 minutes
	1. Dugdale, Diles; unanimously approved.
2. History of Art 3625H (existing course changing the level from 4000 to 3000 & the course description; also requesting GEN Foundation LVPA) (return; initially submitted under 4625H)
	1. **Contingency**: The Subcommittee requests that the department include in the syllabus the Goals and ELOs for the Literary, Visual and Performing Arts GEN Foundation followed by an explanatory paragraph that links the course to the category. These are typically listed toward the beginning of the syllabus, often after the course description. The LVPA Goals and ELOs can be found in an easy to copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](https://asccas.osu.edu/new-general-education-gen-goals-and-elos).
	2. **Contingency**: The Arts and Sciences Curriculum Committee recently updated the list of required syllabus statements for all syllabi 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 in an easy to copy/paste format on the  [Arts and Sciences Curriculum and Assessment Services website](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements).
	3. Paulsen, Diles; unanimously approved with **two contingencies**.
3. Music 5802 (new course)
	1. **Contingency**: The Arts and Sciences Curriculum Committee recently updated the list of required syllabus statements for all syllabi 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 in an easy to copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements).
	2. *Recommendation*: The Subcommittee recommends the unit eliminate the term “passing” in regard to the prerequisites. If the department would like the course to be open to students who simply passed the prerequisites, the Subcommittee recommends using the following phrasing: “Prerequisite: Music 4500.01”. If the department would like the course to be open to students who passed the prerequisites with a high enough mark to receive credit in their major, the Subcommittee recommends using the following phrasing: “Prerequisite: Music 4500.01 with a grade of C- or higher”. This is because a D is technically passing but is not high enough to count toward a degree program. [Syllabus pg. 2]
	3. Comment: The Subcommittee notes that the registrar cannot program separate prerequisites for undergraduate and graduate students. Because of this, the school’s prerequisites should be listed as follows: “Grade of C- or higher in Music 3442; or Graduate Standing AND a passing score on the Graduate Entrance Assessment in Music Theory; or Graduate Standing AND a grade or C- of higher in Music 4500.01; or permission of the instructor” (provided, as noted in point b above, that the School indeed intends for “passing” to mean “C- or higher”). The Subcommittee also notes that though it can be listed as a prerequisite, the testing requirement cannot be electronically enforced by the registrar. [Syllabus pg. 1]
	4. *Recommendation*: The Subcommittee recommends that the department use the most recent version of the Student Life Disability Services Statement, which was updated to reflect the university’s new COVID-19 policies in August 2023. The updated statement can be found in an easy to copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements). [Syllabus pg. 4]
	5. Dugdale, Diles; unanimously approved with *two recommendations*, **one contingency**, and one comment.
4. Greek 1101 & 1102, Latin 1101.01 & 1102.01 (existing courses with GEL Foreign Language and GEN Foundation World Languages; change the credit hours from 5 to 4)
	1. Note: The following feedback is for Greek 1101 & 1102 and Latin 1101.01 & 1102.01.
	2. **Contingency**: The Subcommittee requests that the department be clearer regarding how these courses map to the requirements of the GEL/GEN. The Subcommittee recommends adding the following statement or similar: This class is approved as a part of the GEL Foreign Language category. For students on the GEN, this course is approved as a part of the college requirements for World Language. [Syllabus pg. 1]
	3. **Contingency**: The Arts and Sciences Curriculum Committee recently updated the list of required syllabus statements for all syllabi 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 in an easy to copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements).
	4. *Recommendation*: The Subcommittee recommends that the department include either a statement that an excused absence is required for a homework extension or a limit to the number of late homework assignments accepted for credit in order to incentivize attendance. [Syllabus pg. 3]
	5. *Recommendation*: The Subcommittee recommends that the department use the most recent version of the Student Life Disability Services Statement, which was updated to reflect the university’s new COVID-19 policies in August 2023. The updated statement can be found in an easy to copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements). [Syllabus pg. 5]
	6. Dugdale, Diles; unanimously approved with **two****contingencies**and *two recommendations*.
5. Seal of Biliteracy Proposal
	1. Comment: The Subcommittee is supportive of this proposal from the CLLC. To help ensure that the rollout of the proposal is as smooth as possible, they ask that the following feedback items be addressed prior to the full Arts and Sciences Curriculum Committee reviewing the proposal.
	2. As the proposal is currently written, a student could utilize the Seal of Biliteracy to waive the 1101-1103 courses (and Spanish 2202) for an indefinite number of years after the Seal was earned. The Subcommittee suggests that the CLLC consider a limit or expiration on the course waiver policy so that students can be successful in subsequent language coursework. One possible example for creating this kind of limit or expiration can be found in the Math Department's Remediation-Free Policy, which allows students to enroll in certain courses with a prerequisite of "an ACT math subscore of 22 or higher that is less than 2 years old”. <https://math.osu.edu/undergrad/new-students/math-placement/results>
	3. The Subcommittee recommends that the unit consider the creation of a policy regarding whether students with the Seal will be allowed to “back up” and take courses for which they could receive a waiver.
	4. The Subcommittee asks that the proposal clarify whether the 4th Spanish Class (2202) will be *waived* for students with the seal or if students will *receive* *credit* for this course. [Proposal pg. 3]
	5. The Subcommittee recommends removing the term “elementary” as some language departments refer to 1103 as intermediate. [Proposal pg. 3]
	6. Paulsen, Diles; unanimously approved with one comment.
6. Russian 2850 (new course requesting GEN Foundation Historical and Cultural Studies & GEN REGD)
	1. Comment: The Subcommittee notes that a more detailed description of the discussion pods would be helpful in communicating what is expected of students. Additionally, the Subcommittee believes it would be beneficial for the department to state whether these pods will be done in class or outside of class. [Syllabus pg. 5]
	2. *Recommendation*: The Subcommittee recommends rewording the statement regarding GEN Foundation fulfillment to convey that, for individual students, the course can fulfill *either* the GEN Foundation Historical and Cultural Studies *or* Race, Ethnicity, and Gender Diversity, as students cannot count their Foundations courses in more than one category. [Syllabus pg. 3]
	3. *Recommendation*: If the Key Terms and Topics Comprehension Quiz and the Midterm Quiz are the same assignment, the Subcommittee recommends aligning their names on the course calendar and the list of assignments under “How your grade is calculated”. If they are intended to be separate assignments, the Subcommittee recommends that the department include each one in both the course calendar and the list of assignments. [Syllabus pgs. 7 & 15]
	4. *Recommendation*: The Subcommittee recommends that the department use the most recent version of the Student Life Disability Services Statement, which was updated to reflect the university’s new COVID-19 policies in August 2023. The updated statement can be found in an easy to copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements). [Syllabus pg. 11-12]
	5. *Recommendation*: The Subcommittee recommends that the department use the most recent version of the mental health statement if it wishes to keep the statement in the syllabus. The statement was updated to include the new Suicide and Crisis Lifeline number. The updated statement can be found in an easy to copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements). [Syllabus pg. 11]
	6. Paulsen, Diles; unanimously approved with *four recommendations* and one comment.
7. Slavic 4595 (new course requesting GEN Theme TCT)
	1. Note: The staff in the ASCCAS office noticed that the course number in the syllabus does not match the one in the course request form and they have fixed that discrepancy.
	2. *Recommendation*: The Subcommittee recommends removing the D- on the grading scale and changing the letter grade “F” to “E”, per the faculty rule on grades and marks. [Syllabus pg. 5]
	3. *Recommendation*: The Subcommittee recommends listing the grade distribution before the other grading details followed by the delineation of the assessments and the criteria, as the committee found the current structure unusual and difficult for students to follow. [Syllabus pg. 5]
	4. Paulsen, Diles; unanimously approved with *two recommendations*.