**ASCC Arts and Humanities Subcommittee 2**

Approved Minutes

Wednesday, December 6th, 2023 9:30 AM – 11:00 AM

CarmenZoom

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

**Agenda**

1. Approval of 11-8-23 minutes
	1. Paulsen, Dugdale; unanimously approved.
2. ASL 1101.02, 1102.01, and 1103.01 (“new” courses requesting to be the DL version of existing ASL 1101.01, 1102.01, and 1103.01 with GEL Foreign Language and GEN World Languages) (return)
	1. *Recommendation* for only 1101.02: The Subcommittee recommends that the unit consider striking the references to the asynchronous aspect of the course throughout the syllabus, as the asynchronous activities described appear to be typical out of class work. Removing this reference would prevent confusion among students regarding the expectations of the course and the nature of its meetings, since it appears that all of the meetings are synchronous. If this is not the case, the Subcommittee recommends that the unit clarify on the course schedule which meetings will be synchronous and where there will be asynchronous activities.
	2. *Recommendation* for all: The Subcommittee recommends clarifying that this series of courses fulfills the Foundation component for World Languages for students in the *College of the Arts and Sciences*, so that this statement is not confusing to students outside of the college. [Syllabus p. 1]
	3. *Recommendation* for all: The Subcommittee recommends that the unit 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). [1101.02 syllabus p. 18, 1102.02/1103.02 syllabus p. 17]
	4. *Recommendation* for all: The Subcommittee recommends that the unit 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). [1101.02 syllabus p. 19; 1102.02/1103.02 syllabus p. 18].
	5. Paulsen, Dugdale; unanimously approved ASL 1101.02 with *four recommendations* and ASL 1102.02 and 1103.02 with *three recommendations*.
3. History 2066 (existing course with GEL Historical Study and GEN Foundation Historical and Cultural Studies; requesting GEN Foundation LVPA) (tabled from last time)
	1. If the Department of History wishes to obtain the GEN Foundation LVPA status for the course, the Subcommittee asks that the department amend the course’s assessments, topics, readings, and other course activities so that they directly address the aesthetic qualities of the films (including formal, material, and structural analysis) in addition to the historical content..
	2. The Subcommittee asks that additional readings and activities be included in the course that will help students learn the skills and terminology needed to appropriately analyze and discuss film as an art form.
	3. The Subcommittee notes that this course will require significant revision in order to fit into the LVPA Foundation. The Subcommittee offers the friendly suggestion that perhaps this course is better suited to a GEN Theme category, as the broad and interdisciplinary nature of the Themes may be more appropriate for this course.
	4. If the Department of History decides to revise the course to focus more on the aesthetic qualities of film in order to obtain the GEN Foundation LVPA status, the Subcommittee asks that the department seek concurrence from the Theatre, Film, and Media Arts department.
	5. The Subcommittee notes that the use of 50% of the instructional time to watch the course’s films does not comply with the university’s direct instruction requirements for a 3-credit hour course. Regardless of the request for GEN Foundation LVPA, the course as it exists does not meet this requirement. The Subcommittee recommends resolving this issue by assigning the films to be watched *outside* of class and using the second weekly meeting for other direct instruction purposes (for example, to address the aesthetic analysis of the film for that week as mentioned in the previous feedback points and, of course, if the department still wants to pursue the GEN Foundation LVPA category).
	6. The Subcommittee asks the department to explicitly state that this course is approved as a part of Legacy General Education Category *Historical Study* and that it is *not* approved as a part of theLiterature and Performing Arts for the Legacy General Education. Since this course is requesting New General Education Foundation LVPA (in addition to its current status as New General Education Foundation Historical Studies), the Subcommittee finds it important to clarify this for GEL students. [Syllabus p. 3]
	7. Declined to vote.
4. Music 1111 (new course)
	1. Paulsen, Dugdale; unanimously approved.
5. History 7900 (course content change)
	1. **Contingency**: The Subcommittee asks that the length of the meetings be adjusted to 165 minutes, so as to satisfy the required amount of in classroom time for a 3-credit hour course. [Syllabus p. 1]
	2. **Contingency**: The Subcommittee requests that the department add the required religious accommodations statement into the syllabus. 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. *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 copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements). [Syllabus p. 9]
	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 p. 9]
	5. *Recommendation*: The Subcommittee recommends that the syllabus include the correct contact information for the current Vice Chair of the department, as it is currently outdated. [Syllabus p. 10]
	6. *Recommendation*: The Subcommittee recommends that the department specify the approximate length of the paper and clarify what is considered satisfactory participation in order to provide a general idea to students of what is expected of them. [Syllabus p. 1]
	7. *Recommendation*: The Subcommittee recommends that the department use the most recent version of the Title IX statement if it wishes to keep the statement in the syllabus. 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 pp. 9-10]
	8. Dugdale, Paulsen; unanimously approved with **two contingencies** *and five recommendations*.
6. History 7901 (course content change)
	1. The Subcommittee is thrilled to see a course in history that is focused on this area and feels that this course will provide students with important and applicable tools for careers inside and outside of academia.
	2. The Subcommittee asks that the department seek concurrence from the University Libraries and asks that, as the department adds more detail to the syllabus, they consider if concurrence is needed from other departments based on the content of the course.
	3. The Subcommittee requests that the department add the required religious accommodations statement into the syllabus. 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. The Subcommittee asks that the department include in the syllabus the statement regarding the university’s policy on academic misconduct, as it is a required syllabus element. The 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).
	5. The Subcommittee asks that the department include in the syllabus the Student Life Disability Services Statement, as it is a required syllabus element. The 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).
	6. The Subcommittee asks that the department include information about the length and format of all assignments along with grading information, indicating the percentages assigned to various requirements, as noted in the required syllabus elements on the [Arts and Sciences Curriculum and Assessment Services website](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements).
	7. The Subcommittee asks that the department state if the readings will be made available on Carmen or if it is the responsibility of the students to obtain copies.
	8. Declined to vote.