**ASCC Natural and Mathematical Sciences**

Approved Minutes

Thursday, December 7th, 2023 9:00AM – 10:30AM

CarmenZoom

**Attendees:** Cole, Dinan, Hamilton, Hilty, Lee, Ottesen, Vankeerbergen

1. Approval of 11/09/2023 Minutes
	* Lee, Cole, **unanimously approved**
2. Revision Statistics MS (return)
	* Ottesen, Cole, **approved** with **one abstention**
3. EEOB 2510 (existing 3-credit hour course with GEL Natural Science – Biological Science; request to add 1 credit hour and add GEN Natural Science)
	* Following the meeting of the Subcommittee, Bernadette Vankeerbergen, Assistant Dean for Curriculum, was informed by the Office of the University Registrar that the revised course cannot be submitted under the 2510 number. The course will need to be submitted as a new course with a new course number and ID number. This could, for example, be new course EEOB 2515.
	* *The Subcommittee recommends adding a technology statement to the course syllabus that will explain the proper utilization of technology (such as electronic devices) during class time and, especially, what options are available to students that have technology difficulties during in-class examinations.*
	* *The Subcommittee recommends updating the Mental Health statement, as the National Suicide Hotline phone number was updated. The list of the most up-to-date statements can be found on the* [*ASC Curriculum and Assessment Services website*](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements)*.*
	* Cole, Ottesen, **approved** with **one abstention** with one comment and *two recommendations* (in italics above)
4. EEOB 5360 (existing course requesting reduction in credit hours, number/level change, and content change)
	* The Subcommittee would like to see additional information surrounding the course project, which accounts for 50% of a student’s final grade, within the course syllabus. Specifically, they would like to see how this project will be scaffolded over the course of the semester, what the expectations are for students with respect to their time (how long should they expect to spend per week on the project, when they should be expected to begin working on the project, etc.), what supports and resources the instructor will be providing to students as they work through this project, and any other information that would be relevant to student success on the course project.
	* The Subcommittee would like to see clarification on the course readings within the course syllabus. Given that the course readings are not explicitly mentioned within the syllabus, it is unclear how long the instructor expects students to spend on the course readings each week and what level of rigor the readings will be (such as if there are peer-reviewed, data-intensive articles or more popular media sources). Additionally, to this point, they believe it would also be helpful to provide additional clarity to the reading summary assignments that explains to students the recommended length of the summaries to help speak to student workload expectations.
	* The Subcommittee recommends adding a technology statement to the course syllabus that will explain the proper utilization of technology (such as electronic devices) during class time and, especially, what devices students should expect to bring to each class session in order to be successful.
	* The Subcommittee recommends clarifying the workload expectation statement (as found on page 1 of the syllabus) to be the standard for a 3-credit hour course. As a reminder, the standard for a 3-credit hour, 14-week semester course is that each course week should have 3 hours of direct instruction with 6 hours of out-of-classroom instruction/activities in order for a student to earn a letter grade of “C”.
	* **Declined to vote**
5. Earth Sciences 5757 (new course) (return)
	* **The Subcommittee notes that a new set of prerequisites listed within curriculum.osu.edu includes limiting the course to specific majors. While this is perfectly acceptable, it is unclear whether this limitation of majors is intended for both undergraduate and graduate programs, or only undergraduate-level programs. They ask the language on the form be changed to phrase this prerequisite in acceptable course catalog language that clarifies the intention of the limitation. Should the School have questions on this or how to phrase this prerequisite in acceptable course catalog language, Bernadette Vankeerbergen.1, Assistant Dean for Curriculum, has indicated that she would be available to provide assistance.**
	* **The Arts and Sciences Curriculum Committee recently updated the list of required syllabus statements 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.**
	* Ottesen, Lee, **unanimously approved** with **two contingencies** (in bold above)