ASCC Social and Behavioral Sciences Subcommittee

Approved Minutes

Thursday, October 5th, 2023 1:00 PM – 2:30 PM

CarmenZoom

**Attendees**: McKean, Nathanson, Neff, Smith, Steele, Valle, Vankeerbergen, Xiao

**Agenda:**

1. Approval of 9-21-23 minutes
	1. McKean, Xiao; unanimously approved.
2. Sociology 5605 (existing course requesting 100% DL)
	1. **Contingency:** The Subcommittee asks that the department remove the requirement for students to utilize the TikTok app and create an account on that platform (syllabus pg. 4) and the requirement that students use TikTok to create videos as a graded assignment in the course (syllabus pg. 6, 7). Since the TikTok app does not meet Ohio State’s standards for security and privacy, students cannot be forced to download and/or use the app or have an account. Instructors can ask students to create “TikTok-style” videos, and instructors are welcome to give students the option to use this app, but alternative software must also be an option to create video content.
	2. **Contingency:** The Subcommittee requests that the department clarify the way that online discussion posts will be used in the course. On pg. 7 of the syllabus, it says that student may improve their Class Participation and Community Culture Support grade by engaging in online conversation, but it is unclear what the parameters (word count, substantive content, etc.) are for a post that will “make up” for not participating in a synchronous online discussion during the regular class meetings.
	3. **Contingency:** The Subcommittee asks that the department clarify the direct instruction in the course. Pg. 1 of the syllabus states that the course will meet 2 days/week for 55 minutes, but pg. 3 states that the course will meet 2 days/week for 110 minutes. If the course is indeed meeting for two 55-minute sessions, the subcommittee asks that the department provide additional information about how the course is meeting the requirement for direct instruction in a 3-credit hour course. If the course is instead meeting for two 110-minute sessions, then the subcommittee asks that this be made clear on the 1st page of the syllabus. They also offer the friendly note that most 3 CH courses in the college meet for two 80-minute sessions or three 55-minute sessions per week, so adhering to this standard schedule may make the course easier for students to enroll in. Regardless of how the department chooses to rectify this, the Subcommittee requests that the information be consistent across the syllabus.
	4. **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 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.
	5. *Recommendation:* The Subcommittee recommends that the department clarify the format of the quizzes (syllabus pg. 3). The heading, “Zoom Quizzes”, implies that the quizzes will be given during the synchronous course meetings, while the description says the quizzes will be on Carmen, and will be due prior to class.
	6. *Recommendation:* The Subcommittee recommends that the department use the most recent version of the Student Life Disability Services Statement (syllabus, pg. 13), 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).
	7. McKean, Xiao; unanimously approved with **four contingencies**  (in bold above) and *two recommendations* (in italics above).
3. Speech and Hearing Science 8931 (request to increase credit hours from 2 to 3)
	1. *Recommendation:*  As this is an in-person course, the subcommittee recommends that the department remove the references to online instruction in the syllabus, including pg. 3 (“How This Online Course Works”) and pg. 12 (“This online course…”).
	2. *Recommendation:* The Subcommittee suggests that the department use the most recent version of the Student Life Disability Services Statement (syllabus, pg. 12), 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).
	3. *Recommendation*: The Subcommittee recommends that the department use the most recent version of the Mental Health Statement (syllabus, pg. 11), as the name and phone number of the Suicide/Crisis hotline have changed. 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).
	4. Xiao, McKean; unanimously approved with *3 recommendations* (in italics above).
4. Speech and Hearing Science 7500 (new course requesting Distance Enhanced status)
	1. **Contingency:** The Subcommittee asks that the department change the Transcript Abbreviation (curriculum.osu.edu under “General Information”). This abbreviation should not be the department and course number, but rather a shortened version of the course title. This abbreviation appears on students’ records and serves as an indication of the course topic for students, employers, and faculty/staff at other institutions.
	2. **Contingency:** The Subcommittee requests that the department alter the way in which quizzes are administered. By mandating that students take the quiz in a twenty-minute window before the start of the class, the department effectively moves the start of class 20 minutes earlier than the stated course time. This is problematic, as it may conflict with students’ other scheduled courses, professional activities, or other commitments. The Subcommittee offers the friendly suggestion that the quizzes be given at the beginning of class or that the time window for taking the quiz be expanded.
	3. *Recommendation:*  The Subcommittee recommends that the department alter the statement on pg. 2 of the syllabus (under “Mode of delivery”) regarding attendance being optional. Since 10% of students’ grades comes from participation in the online synchronous meetings (syllabus pg. 5 under “How your grade is calculated” and pg. 6 under “Class participation”), attendance is required to earn these points.
	4. Xiao, McKean; unanimously approved with **two contingencies** (in bold above) and *one recommendation* (in italics above).