ASCC Social and Behavioral Sciences Subcommittee

Approved Minutes

Tuesday, November 7th, 2023 3:00 PM – 4:30 PM

CarmenZoom

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

1. Approval of 10-24-23 minutes
	1. Xiao, McKean; unanimously approved.
2. Sports Communication certificate (new) (Type 1b)
	1. Comment: The Subcommittee notes that the letter of support from the College of Education and Human Ecology’s Department of Human Sciences (dated 09-19-2023) says that they are “committed to assisting students in the program access to…KNSISM 4245 and KNSISM 3208”. However, as of Nov. 16th, 2023, the electronically enforced pre-requisites for KNSISM 3208 and KNSISM 4245 (respectively) are “Major in Sport Industry” and “ Major in Sport Industry or minor in Coaching Education”. As such, students outside of those programs will not be able to register for these courses as a part of their certificate without special permissions. The Subcommittee brings this to the attention of the School of Communication so that in case this has not yet happened, they can work with the College of Education and Human Ecology to come up with a procedure/plan for allowing students to enroll in those courses and a strategy for communicating that procedure/plan to students.
	2. **Contingency:** The Subcommittee asks that the School of Communication remove the language on pg. 7 of the proposal that refers to the Sustainability Institute and sustainability education, as this program does not seem to have an association with sustainability. If the Subcommittee is incorrect in this assumption, they ask that the School of Communication include in the proposal a brief explanation of how the subject matter of the Certificate relates to sustainability.
	3. **Contingency:** The Subcommittee asks that the School of Communication provide more information regarding the Application Process outlined on pg. 6 of the proposal. Specifically, they request that the School consider the following:
		1. The Subcommittee asks that the School consider how they will regulate completion of the certificate and/or limit enrollment when a student could potentially complete the required coursework without applying. For example, Communication 3415, 3403, and 3414 are all open for any student to enroll in without pre-requisites, as are several of the electives. If a student were to meet the GPA requirements and complete all four courses successfully without filling out the application, would they be denied the certificate simply because the enrollment cap has already been met? How might the School approach this if a student had already completed 3 or even 2 classes but cannot apply due to the program being at capacity?
		2. The proposal states that students should apply “after their sophomore year”. However, for many students who may be attending the university on an abbreviated timeline (transfer students, those that enter with significant amounts of earned credit etc.) applying after the second year may be too late. The Subcommittee asks that the School consider different wording, (such as “after attaining sophomore standing” or “after attaining sophomore standing and completing 12 graded credit hours” etc.) should the unit decide to continue with the application process. (See item 3.1 above.)
		3. The Subcommittee asks that the School clarify whether students must have a 2.5 cumulative OSU GPA only at the time of application, or if the School is asking for this to be maintained through graduation for the student to earn the certificate.
	4. **Contingency:** The Subcommittee asks that the School clarify the statement on pg. 7 of the proposal (under “Certificate Assessment”) that states “…we expect at least a 70% completion/graduation rate”, as these are two different metrics. Tracking the completion rate would involve identifying how many students who have declared this program eventually complete the courses and meet the GPA requirements, while tracking the graduation rate would involve identifying how many students who have declared the program graduate (which involves many other factors than certificate completion). The Subcommittee also asks that the School provide information on *how*  this will be tracked.
	5. **Contingency:** The Subcommittee asks that the School of Communication correct the listing of electives on the document labeled “Sports Communication Certification (general plan for any major)”, as the course entitled “Philosophy of Sport” is Philosophy 2456 rather than 2356.
	6. **Contingency:** The Subcommittee asks that the School of Communication correct the language on the Certificate program form (right column under “Grades required”) to read “Minimum 2.00 cumulative GPA for all certificate course work” rather than “Minimum 2.00 cumulative point-hour ratio required for the certificate”.
	7. **Contingency:** The Subcommittee asks that the School of Communication add the requirement for a minimum 2.0 GPA for all minor course work to the description on the Completion Process on pg. 6 of the proposal.
	8. Raadschelders, Xiao; unanimously approved with **six contingencies** (in bold above) and one comment.
3. Speech and Hearing Science 7844 (existing course asking to change number of variable credits)
	1. **Contingency:** The Subcommittee asks that the department align the course title on the syllabus (heading, pg. 1) with the course title in curriculum.osu.edu (under General Information”). Specifically, the title in curriculum.osu.edu reads “Advanced Practicum in Communication Disorders”, while the syllabus reads “Practicum in Communication Disorders”.
	2. **Contingency:** The Subcommittee asks that the department align the number of credit hours on the syllabus (heading, pg. 1) with the number of credit hours in curriculum.osu.edu (under “General Information”). Specifically, the syllabus states that the course is available for 2-8 credit hours, while curriculum.osu.edu says that the range is 1-8 credit hours.
	3. **Contingency:** The Subcommittee asks that the department clarify how often the course meets and what form those meetings will take. While pg. 1 of the syllabus states that the course meeting schedule is dependent on clinic practicum placement and individual/group meetings, pg. 5 of the syllabus includes language that states that implies a lecture and/or lab format (“Each student is expected to attend every class in order to learn the content, actively engage with the material, and participate in class discussions and labs.”). [Please note that the page numbering in the footer contains inaccuracies; page numbers provided here are an estimate based on the documents as received.]
	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 unit use the most recent version of the Student Life Disability Services Statement (syllabus, pg. 8-9), 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). [Please note that the page numbering in the footer contains inaccuracies; page numbers provided here are an estimate based on the documents as received.]
	6. *Recommendation*: The reviewing faculty recommend that the college use the most recent version of the Mental Health Statement (syllabus, pg. 10), 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 [ASCCAS website.](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements) [Please note that the page numbering in the footer contains inaccuracies; page numbers provided here are an estimate based on the documents as received.]
	7. Raadschelders, Xiao; unanimously approved with **four contingencies** (in bold above) and *two recommendations* (in italics above).