**ASCC Themes I Subcommittee**

Approved Minutes

Tuesday, October 17th, 2023 2:30-4:00 PM

CarmenZoom

**Attendees**: Andridge, Daly, Fredal, Griffith, Hilty, Neff, Palazzi, Rehbeck, Steele, Tanner, Vaessin

**Agenda:**

1. Approval of 09-19-2023 minutes
	1. Rehbeck, Vaessin; unanimously approved.
2. English 3019 (new course requesting new GE Themes:  Lived Environments)
	1. TAG
		1. **Contingency:** Given that the site visits are an integral part of fulfilling the GEN Goals and ELOs (syllabus, pg. 2) the reviewing faculty ask that the department provide additional information on how the course will fulfill the Goals and ELOs of the GEN category if funding is not available for site visits.
		2. *Recommendation:* If there are costs to the students associated with site visits, the reviewing faculty recommend including that information (with the approximate cost per student for the semester) in the syllabus. If there are no costs to the students, a short statement to that effect is also recommended for inclusion in the syllabus.
		3. Approved with **one contingency** (in bold above) and *one recommendation* (in italics above) via e-vote.
	2. Themes
		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 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..
		2. Rehbeck, Andridge; approved with **one contingency** (in bold above).
3. Italian 2102 (existing course requesting GEN Theme: Traditions, Cultures, and Transformations **with Instruction in a World Language High Impact Practice**) THEME FULLY REVIEWED; STILL NEEDS TO BE REVIEWED FOR HIP (tabled from last time)
	1. TAG
		1. The reviewing faculty ask that the proposal better define what element of culture is being examined and specify which dominant and non-dominant groups are under consideration. They also ask that the department specifically identify in the syllabus and the GEN Submission form that the transformational idea or practice examined in the course is immigration (assuming that this is the department’s intention).
		2. The reviewing faculty ask that the department include a cover letter explaining what has been changed in response to the reviewing faculty’s feedback.
		3. The TAG declined to vote on the course at this time.
	2. Themes – TCT
		1. **Contingency:** The reviewing faculty note that the course only meets for 80 minutes/week, which does not fit the university’s requirements for a 4-credit hour course. The reviewing faculty ask that the department adjust the course meeting schedule to comply with the university rules, which can be found on pg. 19 of the [ASC Curriculum and Assessment Operations Manual.](https://asccas.osu.edu/submission/development/submission-materials/asc-operations-manual)
		2. **Contingency:** The reviewing faculty ask that the department include in the syllabus (rather than in an appendix) the goals and ELOs of the GEN Theme: Traditions, Cultures and Transformations category, along with a short paragraph explaining how this course, in particular, will meet the GEN goals and ELOs. They note that this should not simply be a reproduction of the GEN Submission Form, but rather a short, student-friendly explanation of how the course fits into the category.
		3. **Contingency:** The reviewing faculty ask that the department remove from the syllabus all references to the Embedded Literacies. Since the Embedded Literacies are specific to particular majors, having this information on the syllabus can be confusing for students whose majors are outside of the department.
		4. **Contingency:** The Arts and Sciences Curriculum Committee recently updated the list of required syllabus statements for all syllabi within the college 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. **Contingency:** The reviewing faculty ask that the department remove the exclusion for heritage speaker and native speakers of Italian. As a part of the GEN, this course cannot exclude students who have the appropriate pre-requisite skills, regardless of how those skills have been acquired.
		6. *Recommendation:* The reviewing faculty recommend that the college use the most recent version of the Student Life Disability Services Statement (syllabus, pg. 8), 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. Rehbeck, Vaessin; unanimously approved with **five contingencies** (in bold above) and *one recommendation* (in italics above).
	3. HIP
		1. Rehbeck, Andridge; unanimously approved.
4. Comparative Studies & Theatre 3130H (new cross-listed courses requesting GEN Theme Traditions, Cultures, and Transformations **with Research and Creative Inquiry High Impact Practice**)
	1. TAG – Approved via e-vote.
	2. Themes
		1. **Contingency:** The reviewing faculty ask that the department move some of the information that is most pertinent to the student experience from the chart on pgs. 6-20 of the syllabus into the Course Description (pg. 2), Assignment Descriptions (pgs. 22-25) and the Course Schedule (pgs. 30-32).
		2. *Recommendation:* The reviewing faculty strongly recommend that the departments remove the chart on pgs. 6-20 of the syllabus. While they find information like this to be helpful in evaluating the course, they note that this may be overwhelming and intimidating for students.
		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 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.
		4. **Contingency:** The reviewing faculty note that a course cannot have different pre-requisites for students on the GEN and the GEL. They offer the friendly suggestion of the following wording for the pre-requisite: “Honors Standing and completion of English 1110.xx or a GEN Foundation: Writing and Information Literacy course”.
		5. Rehbeck, Palazzi; unanimously approved with **three contingencies** (in bold above) and *one recommendation* (in italics above).
	3. HIP
		1. The reviewing faculty ask that the departments provide more information regarding the instruction that will surround the Research and Creative Inquiry in the course. Since many students in this course will be experiencing research in this discipline for the first time, the reviewing faculty ask that the department include in the syllabus some additional explanation of how the projects will be scaffolded to guide and support students in the research/creative process.
		2. The reviewing faculty ask that the departments include in the course some study of the research methodologies, skills, and techniques that scholars in the discipline typically use to evaluate performances and conduct academic research. They note that on the third page of the Honors Proposal, the departments specifically state that they will not be teaching about methodology and research techniques in research studies, but that students will be expected to practice these methods and techniques. The reviewing faculty note that many students taking this course will have little or no knowledge of the discipline prior to this course, so will need some basic instruction in research skills in order to be successful in the course.
		3. The reviewing faculty ask that the departments include in the course proposal information about how students will be supported in learning about the mode of expression that they choose for their final project. For example, will there be instruction about how to produce a podcast, create a webpage, or write a script?
		4. The reviewing faculty offer the friendly suggestion that the instructors/departments/course designers may wish to take advantage of the resources of the Michael V. Drake Institute for Teaching and Learning when drafting a revised proposal for this course. The Institute offers consultations and other resources for instructors looking to include research and creative inquiry in their courses. More information can be found [here](https://drakeinstitute.osu.edu/instructional-support/curriculum-design).
		5. The Subcommittee declined to vote on the HIP at this time.
5. History 3304 and AAAS 3304 (existing cross-listed courses with GE Historical Study & previously approved for 100% DL; requesting GEN Theme Traditions, Cultures, and Transformations)
	1. TAG
		1. The reviewing faculty ask that the departments include in the syllabus and the GEN Submission Form more specific information about how the assignments in the course will be brought into alignment with the GEN ELOs so that students have an opportunity to demonstrate that they have satisfied the goals of the GEN Theme.
		2. The TAG declined to vote on the course at this time.
	2. Themes
		1. The reviewing faculty note that the readings for the course are advanced and seem appropriate for a GEN Themes course. However, they ask that the department amend the assignments for the course so that students are compelled to demonstrate a more advanced, nuanced, and synthesized understanding of the course content.
		2. The reviewing faculty ask that the department add to the course some instruction regarding survey research (as mentioned on the GEN Submission form, pg. 3 and the syllabus, pg. 39) since students will be asked to conduct a survey on a sensitive cultural topic.
		3. The Arts and Sciences Curriculum Committee recently updated the list of required syllabus statements for all syllabi to include a new statement on religious accommodations. This 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 updating your Religious Accommodations statement (syllabus, pg. 31).
		4. The Subcommittee recommends that the unit use the most recent version of the Student Life Disability Services Statement (syllabus, pgs. 30-31), 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).
		5. The Subcommittee declined to vote on the course at this time.
6. History 3798.06 (existing course with GEL Historical Study and Diversity—Global Studies; requesting GEN Theme Traditions, Cultures, and Transformations
	1. TAG
		1. Approved via e-vote.
	2. Themes
		1. The Subcommittee found this to be a compelling course; they look forward to reviewing the unit’s revision and are excited about the prospect of having the course as a part of the GEN Theme: Traditions, Cultures, and Transformations.
		2. The Subcommittee asks that the department include all assignments on the course calendar (syllabus, pg. 6-9), including the due dates for the Citizenship Contract and the Final Paper.
		3. The Subcommittee asks that the department provide more detailed information about the assignments (syllabus, pg. 2). Specifically, they would like more information about how the instructor(s) will evaluate students’ completion of the assigned readings/films and how this assignment might be adjusted or modified if a student becomes sick on the trip and is unable to attend certain activities.
		4. The Subcommittee asks that the department provide more information in the syllabus about how the required readings and assignments connect with the goals and ELOs of the GEN Theme: Traditions, Cultures, and Transformations. This connection could be outlined in the assignment descriptions (syllabus, pg. 2) and/or in the course schedule (syllabus, pgs. 6-9). To that end, the Subcommittee offers the friendly suggestion that a brief daily topic heading or some guided questions for each class meeting might help students to know when, where, and how they are engaging with the Theme. Additionally, the Subcommittee notes that there is some excellent material on the GEN Submission Form pertaining to these connections that could be modified for the syllabus.
		5. 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.
		6. The Subcommittee declined to vote on the course at this time.
7. History 3253 (existing course with GEL Historical Study & approved for 100% DL; request to add GEN Theme Traditions, Cultures, and Transformations) (return)
	1. TAG
		1. Approved via e-vote.
	2. Theme
		1. Rehbeck, Vaessin; unanimously approved
8. Review updated Research and Creative Inquiry High Impact Practice Form
	1. The Subcommittee members request that the second paragraph of the introduction be altered; they would like to see the second sentence changed to read: “It will generally mean that students are either (1) instructed in and engage in original research and the production and/or analysis of data, new knowledge, or a new way of understand exiting knowledge that is then used in the preparation of a final paper or project in a format that is typical for the discipline, *or* (2) they are instructed in and engage in the primary production and performance or display of new creative work in a format that is typical for the discipline” or similar.
	2. The Subcommittee members ask that the first question include the parenthetical that is included on the other questions: “(This information should also be readily visible on the syllabus.)”
	3. The Subcommittee ask that the questions be numbered to aid in giving precise and actionable feedback to units.
	4. The chair asked that Subcommittee members send any additional feedback on the form to Bernadette Vankeerbergen.1 no later than October 24th.