**ASCC Arts and Humanities 1 Subcommittee**

Approved Minutes

Tuesday, March 19th, 2024 12:30PM – 2:00PM

CarmenZoom

**Attendees:** Bitters, Hedgecoth, Hilty, Koehnlein, Smith, Staley, Troyan, Vankeerbergen

1. Approval of 02/13/2024 & 02/27/2024 Minutes
	* Troyan, Koehnlein, **unanimously approved**
2. English 3000 (existing course with GEN Theme: Citizenship for a Diverse and Just World; requesting 100% DL approval)
	* **The Subcommittee asks that, within curriculum.osu.edu, the department denote that this is a 100% distance learning request. Currently, the “Does any section of this course have distance education component?” section is marked as “No”.**
	* **The Subcommittee asks that any references to this course being a 2367 or fulfilling the Goals and ELOs for “second-level writing” or GEL Writing and Communication – Level 2 be removed from the syllabus.**
	* **The Subcommittee asks that the course syllabus list the GEN Theme: Citizenship for a Diverse and Just World ELOs and brief explanation paragraph explaining to students how they will fulfill the GEN Theme: Citizenship for a Diverse and Just World ELOs. While the Subcommittee noted that the ELOs did appear in the appendix on pages 30-31, they should be with the GEN Goals earlier in the syllabus, as found on page 3. Only the GEN Theme Goals are listed on page 3 of the syllabus. The GEN Goals and ELOs can be found** [**here on the ASC Curriculum and Assessment Services website**](https://asccas.osu.edu/new-general-education-gen-goals-and-elos)**.**
	* **The Subcommittee asks that on page 3 of the syllabus, the header of “Course Expected Learning Outcomes” be changed, as the items underneath are the GEN Theme: Citizenship for a Diverse and Just World Goals and not course ELOs.**
	* **The Subcommittee asks that on page 30, in the appendix, the phrase “English 3000 fulfills the Themes – Citizenship for a Diverse and Just World GE requirement” be reworded, as English 3000 does not fulfill the entirety of the Theme on its own. As an alternative, the Subcommittee suggests adding language along the lines of “English 3000 is in partial fulfillment of GEN Theme: Citizenship for a Diverse and Just World”.**
	* **The Subcommittee asks that the Religious Accommodation statement be updated within the course syllabus. On March 1st, 2024, the Arts and Sciences Curriculum Committee updated the required statement to be in compliance with the new statement, which was provided by the Office of Undergraduate Education and vetted by the Office of Legal Affairs. The newly updated statement has been updated on the** [**syllabus elements page of the ASC Curriculum and Assessment Services website**](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements)**.**
	* **The Subcommittee asks that the appendix entry surrounding the Embedded Literacies: Advanced Writing be removed from the syllabus. English 3000 is not approved as fulfilling the Embedded Literacies for the English major. Additionally, the Subcommittee strongly recommends against including embedded literacy information within course syllabi, as non-English majors can enroll in this course and this course would not fulfill this requirement for students outside of the department.**
	* *The Subcommittee recommends placing the information surrounding the weekly pacing of the course and where students can expect to find the direct instructional time within the course syllabus. This information can be very valuable to students so they can effectively manage their time and understand the pacing of the course.*
	* *The Subcommittee recommends updating the Student Life – Disability Services statement, as it was updated for the 2023-2024 academic year. The most up-to-date syllabus statements can be found on the* [*ASC Curriculum and Assessment Services website*](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements)*.*
	* Hedgecoth, Troyan, **unanimously approved** with **seven contingencies** (in bold above) and *two recommendations* (in italics above)
3. First-year Seminar – T. Hawkins
	* The Subcommittee would like to make the comment that, based on the current requirements set out on page 2 of the syllabus, a student could in theory successfully complete the course by simply attending and not participating in any class discussion or exercises/assignments. The subcommittee points this out in case this was unintentional on the part of the instructor, but certainly recognizes that this may be the appropriate format for the instructor’s vision of their first-year seminar.
	* **The Subcommittee asks that more information be provided within the seminar’s syllabus surrounding the course assignments. They would like to see specific student expectations within the assignment descriptions to understand the requirements of the seminar.**
	* **The Subcommittee asks that the Religious Accommodation statement be updated within the course syllabus. On March 1st, 2024, the Arts and Sciences Curriculum Committee updated the required statement to be in compliance with the new statement, which was provided by the Office of Undergraduate Education and vetted by the Office of Legal Affairs. The newly updated statement has been updated on the** [**syllabus elements page of the ASC Curriculum and Assessment Services website**](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements)**.**
	* *The Subcommittee recommends rewording the seminar’s goals, found on page 1 of the syllabus, to be more easily quantifiable and accessible, to help the instructor determine if students are successfully meeting the goals of the seminar.*
	* *The Subcommittee recommends updating the Student Life – Disability Services statement, as it was updated for the 2023-2024 academic year. The most up-to-date syllabus statements can be found on the* [*ASC Curriculum and Assessment Services website*](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements)*.*
	* Koehnlein, Hedgecoth, **unanimously approved** with one comment, **two contingencies** (in bold above), and *two recommendations* (in italics above)
4. First-year Seminar – L. Wiggins
	* **The Subcommittee asks that the Religious Accommodation statement be updated within the course syllabus. On March 1st, 2024, the Arts and Sciences Curriculum Committee updated the required statement to be in compliance with the new statement, which was provided by the Office of Undergraduate Education and vetted by the Office of Legal Affairs. The newly updated statement has been updated on the** [**syllabus elements page of the ASC Curriculum and Assessment Services website**](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements)**.**
	* *The Subcommittee recommends providing a breakdown of what percentage of total class points students should earn to receive individual letter grades. Currently, on page 2 of the syllabus, it simply says that the course will be assessed utilizing A-E letter grades.*
	* *The Subcommittee recommends providing the weekly topics and readings by week, rather than simply numbering them 1-15. While they recognize and acknowledge these correspond to the seminar weeks, new first-year students may not understand this format.*
	* Troyan, Hedgecoth, **unanimously approved** with **one contingency** (in bold above) and *two recommendations* (in italics above)
5. Music 3354 (new course)
	* The Subcommittee would like to communicate that the School of Music should inform the College of Education and Human Ecology’s Department of Teaching & Learning about this course, as one of their faculty members teaches coursework in an adjacent field and there may be opportunities for collaboration, as well as potentially garnering interest from students in the College of Education and Human Ecology.
	* **The Subcommittee asks that the Religious Accommodation statement be updated within the course syllabus. On March 1st, 2024, the Arts and Sciences Curriculum Committee updated the required statement to be in compliance with the new statement, which was provided by the Office of Undergraduate Education and vetted by the Office of Legal Affairs. The newly updated statement has been updated on the** [**syllabus elements page of the ASC Curriculum and Assessment Services website**](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements)**.**
	* *The Subcommittee recommends updating the Mental Health statement to the most up-to-date statement, as the National Suicide Hotline phone number has recently changed. The most up-to-date statement can be found on the* [*ASC Curriculum and Assessment Services website*](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements)*.*
	* Hedgecoth, Koehnlein, **unanimously approved** with one comment, **one contingency** (in bold above), and *one recommendation* (in italics above)
6. Comparative Studies 2345 (new course requesting GEN Foundation: Race, Ethnicity and Gender Diversity)
	* **The Subcommittee asks that the contact hours for the course be added to the course syllabus, particularly how long each class session will be. The Subcommittee notes that on page 4 of the syllabus, under the Required Class Time section, there is a note that there will be “an additional hour of class time each week” as a way to accommodate required screening. They are concerned that this additional hour may push the course time beyond the scope of a 3-credit hour course (which should be approximately 3 hours of direct instruction and 6 hours of out-of-class room instruction each week).**
	* **The Subcommittee asks that the Religious Accommodation statement be updated within the course syllabus. On March 1st, 2024, the Arts and Sciences Curriculum Committee updated the required statement to be in compliance with the new statement, which was provided by the Office of Undergraduate Education and vetted by the Office of Legal Affairs. The newly updated statement has been updated on the** [**syllabus elements page of the ASC Curriculum and Assessment Services website**](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements)**.**
	* *The Subcommittee recommends providing a summary table above the assignment descriptions to quickly let students know how much each of their assignments contribute to their final grade.*
	* *The Subcommittee recommends clarifying the grading scale as found on page 4 of the syllabus. It appears that the grade “C-“ and “D+” were erroneously left off the grading scale, with the letter grade of “C” appearing twice.*
	* Hedgecoth, Koehnlein, **unanimously approved** with **two contingencies** (in bold above) and *two recommendations* (in italics above)
7. Slavic 2345.20 (new course “requesting” GEL Literature, GEL Diversity – Global Studies, and GEN Foundation: Literary, Visual, and Performing Arts)
	* **The Subcommittee asks that the reference and ELOs to this course fulfilling GEL Diversity – Social Diversity in the U.S. be removed from the course syllabus on page 2. The course is only approved for the Global Studies diversity category of the GEL program.**
	* **The Subcommittee asks that the phrase “including all decimal suffixes” be included within the curriculum map provided, given that the department is now decimalizing this course.**
	* **The Subcommittee asks that the Religious Accommodation statement be updated within the course syllabus. On March 1st, 2024, the Arts and Sciences Curriculum Committee updated the required statement to be in compliance with the new statement, which was provided by the Office of Undergraduate Education and vetted by the Office of Legal Affairs. The newly updated statement has been updated on the** [**syllabus elements page of the ASC Curriculum and Assessment Services website**](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements)**.**
	* *The Subcommittee recommends updating the course calendar with more information to students, particularly adding how the course readings, activities, and assignments link back to and reflect upon an objective or GE ELO. They recommend, if it is helpful, utilizing Slavic 3711 as an example, as that course has a particularly strong course calendar, which is a benefit to students. Additionally, they would like to kindly point out that the topic for week 6 (the week of February 13th) appears to have been accidentally deleted.*
	* *The Subcommittee recommends updating the Title IX statement, as found on page 9 of the syllabus. The Title IX coordinator for the university has changed and is no longer Kellie Brennan. The most up-to-date Title IX statement can be found on the* [*ASC Curriculum and Assessment Services website*](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements)*.*
	* Troyan, Hedgecoth, **unanimously approved** with **three contingencies** (in bold above) and *two recommendations* (in italics above)
8. Slavic and Theatre 3711 (new cross-listed courses requesting GEN Theme: Citizenship for a Diverse and Just World with High-Impact Practice: Research & Creative Inquiry)
	* **The Subcommittee asks that the Religious Accommodation statement be updated within the course syllabus. On March 1st, 2024, the Arts and Sciences Curriculum Committee updated the required statement to be in compliance with the new statement, which was provided by the Office of Undergraduate Education and vetted by the Office of Legal Affairs. The newly updated statement has been updated on the** [**syllabus elements page of the ASC Curriculum and Assessment Services website**](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements)**.**
	* Troyan, Koehnlein, **unanimously approved** with **one contingency** (in bold above)