**ASCC Arts and Humanities Subcommittee 2**

Approved Minutes

Wednesday, April 24th, 2024 9:30 AM – 11:00 AM

CarmenZoom

**Attendees**: Beecher, Bitters, Diles, Dugdale, Neff, Steele, Vankeerbergen

**Agenda**

1. Approval of 4-10-24 minutes
	1. Diles, Beecher; unanimously approved.
2. Revision to Minor in Entrepreneurship and Innovation
3. The Subcommittee requests a cover letter detailing any changes that result from the Subcommittee’s feedback.
4. The Subcommittee asks that the proposing faculty change the date of implementation (e.g., to Spring 2025) in order to allow time for the approval process.
5. The Subcommittee is unclear on several aspects of this proposal and requests that the following feedback be addressed:
	* 1. The Subcommittee is unsure of who is officially running this minor. Is this an interdisciplinary/intercollege minor or this a Fisher College of Business minor that is simply endorsed by the other colleges listed in the summary on page 1 of the proposal?
		2. The Subcommittee encourages the proposing faculty to communicate with the other colleges and units that are involved in this minor or offer courses for credit in this minor in order to open up the opportunity for discussion and to make them aware of the proposed changes. Units plan their course offerings for each semester far in advance and possible lack of awareness regarding these changes could cause enrollment issues for their courses. Additionally, it is possible that these units have more elective courses to offer than those that are currently listed.
		3. The Subcommittee does not quite understand the extra-curricular programs listed in the table of electives and practicums options (Boost Camp pre-accelerator & BOSS workshop series). The Subcommittee asks that these be explained in the revision document, making it clear what these activities are, how enrollment/satisfaction of the extra-curricular opportunities will be tracked, and how completion will translate into credit hours (e.g., through the creation of an internship course). [Proposal p. 6]
		4. The Subcommittee notes that the document seems to end abruptly and wonders if it is incomplete or if part of it was lost in the process of downloading and transferring the file.
		5. Given that 1000-level courses are not permitted to count for credit towards the completion of a minor, will the proposing faculty be requesting an exception from CAA for elective option Philosophy 1332 or is this listing simply a mistake that needs removed? [Proposal p. 5]
		6. The Subcommittee notes that the document references distance components several times throughout the proposal but there does not seem to be detail offered in terms of the adaptation of the program content to an online format. The Subcommittee asks for more information regarding this plan along with details on how the possibility of required in-person work for online courses will be implemented. The proposal states that “practica that are designed for an on-line audience may require some in-person presenting and collaboration”, but as many students take online courses because they generally do not require this, students might not be able to make this work if they are not informed of the requirement upon enrollment. The Subcommittee notes that the proposal does not suggest that this *will* be the case, but still wonders about the logistics should the situation occur. [Proposal p. 7]
6. The Subcommittee asks that the following mistakes in the table of elective options be corrected (in order as they appear in the proposal from pp. 4-6):
	* 1. The title of MHR 3510 was changed to “Innovation and Entrepreneurship” back in 2016 (also on p. 3 of the proposal).
		2. Given that the titles are included for all of the other courses, the title of Art Education 3681 (Managing Non-Profit Arts Organizations: Balancing Continuity & Change) should be added into the table.
		3. The full title of BUSADM 3532 is Entrepreneurship and Innovation: Corporate Entrepreneurship.
		4. BUSML 4240 has an additional prerequisite that is not included in the proposal—BUSHMR 2292.
		5. There is a course request currently pending at OAA for CSFRST 3330 to remove all of its prerequisites. As they will likely no longer be required by the time this proposal is implemented, the proposing faculty might consider removing them.
		6. CSFRST 3585: Since Autumn 2022, only “Math 1116 or equivalent” is the prerequisite. All the others have been removed. .
		7. CSFRST/HMGT should be listed as CSFRST/CSHMGT.
		8. ENR 5500 should be listed as Rural Sociology (RURLSOC) 5500.
		9. ESHESA 3221 is cross listed with Business Administration Management & Human Resources and should be listed as ESHESA/BUSHMR.
		10. Instead of listing “Several things” as the prerequisites for FDSCTE 5730, the table should instead include the full list— FDSCTE 5600 or 5710, and 5536 or 4536, and 5400, 5410, 5420, 5430, 5450, or MeatSci 4510, and Sr standing; or Grad standing.
		11. The prerequisites for the listed History courses should be English 1110 or GE Foundation Writing and Info Literacy course. Please note that the Department of History is currently in the process of removing the English/writing prerequisites from its courses so eventually these prerequisites will no longer apply.
		12. The full title of History 3706 is Coca-Cola Globalization: The History of American Business and Global Environmental Change 1800-Today.
		13. The prerequisites for Mechanical Engineering 5682.02 should also include enrollment in the Entrepreneurship minor.
		14. The full title of Public affairs 5595 is Non-Profit Social Enterprise.
		15. The correct title of Social Work 2110 is Sport and Positive Youth Development.
		16. Social Work 3700 no longer has any prerequisites *and* offers an online version of the course, which should be reflected in the table.
		17. The full title for Theatre 2000.12 is Technical Production Practicum: Self Production.
		18. Theatre 5200 should be listed as Theatre 5220.
		19. The correct title for WGSS 4524 is Women’s Work: Sex, Race, Class & Labor.
		20. Note: The in-person/online offering status of every course has not been checked, as the ASC does not have easy access to courses from other college’s mode of delivery. The Subcommittee encourages the proposing faculty to do so.
7. Declined to vote.
8. Polish 5195 (new course)
	1. Note: Course was reviewed as Polish 5195, but department plans to change to Polish 5196.
	2. The Subcommittee fully approves of this Topics course and offers the following friendly feedback in terms of general syllabus elements:
		1. *Recommendation*: The Subcommittee notes that the sample syllabus for *Polish economy, economic policy and relations with the European Union* includes several required texts and they recommend that the department consider costs to students.
		2. *Recommendation*: The Subcommittee recommends that the department implement a general prerequisite for this topics course (e.g., junior or senior standing) to prevent students from enrolling who are not ready for this level of coursework.
		3. *Recommendation*: The Subcommittee recommends that the department indicate the weekly time each course will spend on direct instruction each week by either including a credit hour and work expectations statement (e.g., For this 3-credit hour course, students should expect around 3 hours per week of in-classroom time in addition to 6 hours per week of homework) or by stating the length and frequency of the course meetings (e.g., 80 minutes twice weekly). This not only helps students understand the time expectations, but also shows that each course is satisfying the weekly required hours of instructional time.
		4. *Recommendation*: The Subcommittee encourages the department to list the mark of “E” on the grading scale in their syllabi rather than “Failed” for a grade of 59 or lower.
		5. *Recommendation*: The Subcommittee offers the friendly reminder to the department to update the university statements (Religious Accommodations, Student Life Disability Services, mental health, etc.) in the final version of their syllabi. The up-to-date versions of these statements 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. Beecher, Diles; unanimously approved with *five recommendations*.