**ASCC Natural and Mathematical Sciences Subcommittee**

Approved Minutes

Wednesday, January 31st, 2024 8:30AM – 10:00 AM

Dulles 250

**Attendees**: Bitters, Hamilton, Lee, Neff, Ottesen, Vankeerbergen

**Agenda**

1. Approval of 1/17/24 minutes
	1. Lee, Otteson; unanimously approved.
2. Molecular Genetics 1103 (new course requesting GEN Foundation Natural Sciences; will also have GEL Natural Science—Biological Science)
	1. The Subcommittee commends the department on what they view as a wonderful course and offers the following feedback given the requirements of the New GE (GEN) and the consideration that this will be many students’ only opportunity to engage in a Natural Science foundational course.
	2. The Subcommittee asks that the department provide further evidence in the syllabus that 25% of the course involves experiential learning for students (currently, the recitation work accounts for 15%). The Subcommittee requests an explanation of how the course will achieve this along with sample exercises highlighting the use of scientific tools to investigate problems throughout the course. Though this does not need to be accomplished in a way that fully mirrors Molecular Genetics 1101, the recitation work needs to play a similar role and account for 25% of the course.
	3. The Subcommittee notices some unnecessary language in the course policies that they ask be removed, including the discussion and communication guidelines (which are written in a way that applies only to written discussions) along with the reference to required and elective art courses in the paragraph regarding tolerance. However, if the course will involve online discussion thus calling for the inclusion of the discussion and communication guidelines in the syllabus, then the Subcommittee requests that those assignments be included in the syllabus. [Syllabus pp. 9-10]
	4. The Subcommittee requests that, in the final syllabus, the department include details regarding the work distribution in a typical week to give students a general idea of the expectations. Providing students with information on when assignments will be assigned, available to work on, and due are great ways to help them gauge the workload.
	5. The Subcommittee asks that the department include additional information on how the book can be obtained. The Subcommittee also offers the friendly advice that providing the ISBN helps students find the correct version. [Syllabus p. 8]
	6. The Subcommittee asks that the department clearly label the religious accommodations statements (as the other statements are) so that it does not get lost in the surrounding text. [Syllabus p. 7]
	7. The Subcommittee requests that the department use the most recent version of the Student Life Disability Services Statement, 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). [Syllabus p. 9]
	8. The Subcommittee recommends that the department use the most recent version of the mental health statement if it wishes to keep the statement in the syllabus. The statement was updated to include the new Suicide and Crisis Lifeline number. 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). [Syllabus pp. 8-9]
	9. The Subcommittee declined to vote on the course at this time.
3. EEOB 5360 (existing course requesting reduction in credits hours, number/level change, and content change) (return)
	1. Otteson, Lee; unanimously approved.
4. Physics 1248 AND 1249 (new courses; 1248 requesting GEN Foundation Natural Sciences)
	1. 1248 only: The Subcommittee requests that the department include the GEN Foundation Natural Sciences Goals with the ELOs listed in the syllabus on page 4. The GEN goals can be found in an easy to copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](https://asccas.osu.edu/new-general-education-gen-goals-and-elos).
	2. 1248 only: The Subcommittee asks that the GE rationale for Natural Sciences ELO 1.3 from the GE submission form be added to the syllabus, as it is a great explanation for the course for the Foundation category and would be informative to students.
	3. 1248 only: the Subcommittee notices that lecture participation is said to be worth up to 3% of extra credit in the description, but only 2% in the chart, and asks the department to correct this discrepancy. The Subcommittee also asks for more information regarding how extra credit for the design practicals will be assessed, how much can be earned, and how it will be added to the unit exam grade, since the unit exams are only worth 14% of the grade each. If a student receives a 100% on an exam and earns extra credit from the practical, will they be allowed to go over a 100%, making that exam worth more than 14% of the final grade? [Syllabus p. 2-3]
	4. 1248 only: The Subcommittee asks that the department include information in the syllabus regarding whether the design practicals will be graded by a group submission or an individual submission that follows group work. [Syllabus p. 2]
	5. 1248 only: The Subcommittee asks for clarification in the syllabus addressing whether the homework will be assigned in a way that forces students to work on the weekend or if assignments will be open for completion during the week. [Syllabus p. 2]
	6. 1249 only: The Subcommittee notices that a recitation grade (workshop) is mentioned in the descriptions of course assignments but is not listed under course format or in the grade breakdown table. Assuming that recitation is not an aspect of this course, the Subcommittee requests that the department remove this reference, especially since it pushes the total grade to 120%. [Syllabus p. 2]
	7. 1249 only: The Subcommittee requests that the department remove the GE rationale document that is present in curriculum.osu.edu since they have removed the GE request.
	8. 1248 and 1249: The Subcommittee notices that the course descriptions in both syllabi *and* both forms in curriculum.osu.edu incorporate Physics 1250 a great deal rather than explaining 1248/1249 as individual courses. Perhaps it would be appropriate to instead include a sentence or two following the descriptions stating that the courses, when combined, are equivalent to 1250, allowing the description to focus solely on the contents of the courses independently. Additionally, the Subcommittee encourages the department to reword the phrase “slower pace” in the course descriptions on the curriculum.osu.edu forms, as it may have negative connotations to students regarding their aptitudes compared to their peers taking Physics 1250. The Subcommittee asks that the department use the course descriptions to highlight the positive implications of the courses, emphasizing that each will focus more deeply on less content to allow students to develop a fuller comprehension of the material. The Subcommittee would like to emphasize the importance of addressing these concerns in curriculum.osu as students will see that description in the course search.
	9. 1248 and 1249: The Subcommittee requests that the department clarify the format of the courses, specifically what is meant by the term “interactive lectures”. This reference, along with only stating that labs will be in-person, is confusing language given that the course is entirely in-person. This hints that the course may be offered as a mix of in-person and online delivery, in which case the Subcommittee would need specification of which components are in-person and which are at a distance. Depending on this ratio, the courses may need reviewed for distance learning. Ohio State Distance Education Definitions can be found on the [Administrative Resource Center website](https://admin.resources.osu.edu/student-information-system-sis/sis-room-class-scheduling/15-distance-education). [P. 1 of both syllabi]
	10. 1248 and 1249: The Subcommittee asks that the total grade for each course add to 100%. Extra credit can certainly still be available, but the Subcommittee requests that the department include it separately from the grade weight table, perhaps as a statement beneath that explains how much extra credit is available and how it is awarded.
	11. 1248 and 1249: For the purpose of conciseness, the Subcommittee requests that the department remove Math 1140 as a prerequisite on the form in curriculum.osu.edu for 1248 (since it is already a prerequisite for Math 1141) and remove the math prerequisites altogether for 1249 (since students will have already met them before taking 1248). Additionally, the Subcommittee requests that the prerequisites listed in the 1248 syllabus reflect those on the form, as they currently are only listed in terms of math placement level, and that the math prerequisites be removed completely from the 1249 syllabus. [P. 1 of both syllabi]
	12. 1248 and 1249: The Subcommittee asks that the department include a credit hour expectation statement in the syllabus.
	13. The Subcommittee declined to vote on the courses at this time.