**ASCC Natural and Mathematical Sciences Subcommittee**

Approved Minutes

Wednesday, February 28th, 2024 8:30AM – 10:00AM

CarmenZoom

**Attendees**: Barker, Dinan, Hamilton, Hilty, Lee, Neff, Ottesen, Steele, Vankeerbergen

**Agenda**

1. Approval of 2/14/24 minutes
	1. Barker, Ottesen; unanimously approved.
2. Revision to the CIS minor
	1. **Contingency**: The Subcommittee requests that the heading on the minor sheet also state the College of the Arts and Sciences, as the program is joint between ASC and the College of Engineering.
	2. *Recommendation*: The Subcommittee recommends that the statement on the current sheet regarding the additional prerequisites of many of the elective courses be restored, given that the revised recommended electives still have additional prerequisites. The Subcommittee also recommends including a link on the sheet that will lead students to a page containing information on these prerequisites.
	3. *Recommendation*: The Subcommittee is concerned with the removal of the CSE advisor meeting that is currently required to declare the minor as this could make it difficult for students to find the proper path given the complexity of the program. The Subcommittee recommends including [this link](https://cse.osu.edu/media/document/2021-03-25/cis-minor-requirements-rev032322.pdf) to the minor requirements on the minor advising sheet to ensure that students are provided with information on the possible pathways they can take to complete the minor (in addition to providing them with the information that 2231 is waived as a prerequisite for 2133). The Subcommittee understands that CSE may not be equipped to offer advising appointments to all students hoping to declare the minor but stresses the importance of strong communication between students’ major advisors and CSE advising. Communication to students on how they can access advising to guide them through the minor is essential.
	4. *Recommendation*: The Subcommittee reminds the unit that the minor will need to be renamed in all course listings for which enrollment in the minor is a prerequisite in order to prevent confusion among students.
	5. Ottesen, Lee; unanimously approved with **one contingency** and *three recommendations*.
3. Art & Molecular Genetics 3011 (new cross-listed courses requesting GEN Theme Lived Environments with Interdisciplinary and Integrated Collaborative Teaching HIP)
	1. **Contingency**: The Subcommittee requests that the department reach out to the College of Food, Agricultural, and Environmental Science to seek concurrence with the appropriate departments within the college, as this course intersects with material that the college teaches and will likely be of interest to many of its students.
	2. **Contingency**: The Subcommittee requests that the department remove the mention that this is an online course in the accessibility of course technology section of the syllabus, as the syllabus and submission form state that the course will be taught in-person. [Syllabus p. 13]
	3. **Contingency**: The Subcommittee requests that the department clearly label the Religious Accommodations statement (as the other statements are) so that it does not get lost in the surrounding text. When the syllabus is finalized for distribution to students, the Subcommittee asks that the department use the most up-to-date version of the University's Religious Accommodations Statement. It is likely that the exact wording of this statement may vary in the near future as university authorities consider how best to communicate this important information to students and comply with recent State of Ohio legislation. The Subcommittee asks that the department regularly check the [ASCCAS website](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements) for the most accurate information about current syllabus requirements for the College of Arts and Sciences. [Syllabus p. 10]
	4. *Recommendation*: The Subcommittee recommends that the department adjust the learning outcomes on the submission form in currciculum.osu.edu to echo those listed in the syllabus (p. 6), as the ones in the syllabus seem to better reflect the specific content of the course rather than the general Theme. Additionally, the Subcommittee recommends altering the content topic list on the submission form to demonstrate the general topics that will be explored throughout the course. Detailing these lists to be unique to the course will be useful for the department in the future as the course is taught by different instructors.
	5. Ottesen, Barker; unanimously approved with **three contingencies** and *one recommendation*.
4. Physics 2100 (new course requesting GEN Theme Number, Nature, Mind with Research and Creative Inquiry HIP)
	1. **Contingency**: The Subcommittee notes that neither the submission form nor the syllabus state that the course includes a laboratory component and therefore requests that the department remove the reference to a lab from the credit hours and work expectations statement. However, if the course is intended to include a lab component, the department will need to change how they refer to the non-lecture course meetings throughout the syllabus, on the form in curriculum.osu.edu, and on the GE/HIP forms in addition to adjusting the in-class hours per week. [Syllabus p. 6]
	2. **Contingency**: The Subcommittee requests that the department address the privacy concerns regarding students posting their research on a public-facing website. The Subcommittee is concerned that students might be uncomfortable with putting their work out there for anyone to view and comment on. There is also the issue of loss of accessibility once a student leaves the course and their work is left online, which may be problematic in the future if they no longer wish to have their undergraduate work on the internet. In addition to students merely not wanting their work online long-term, this assignment could cause a potential issue with the university’s [Faculty Rules](https://trustees.osu.edu/sites/default/files/documents/2024/03/University%20Faculty%20Rules%20February%202024.pdf), specifically rule 3335-8-23.1, which states that materials shall be retained by the academic unit or the individual instructor until the retention period, upon which they should be destroyed. The university’s retention schedule can be found [here](https://library.osu.edu/sites/default/files/2022-03/osu-general-schedule-20220322-compressed3.pdf). Due to these complications, the Subcommittee asks that the department offer alternative solutions to this assignment such as providing a temporary database option, an opt in process for the permanent database (especially for the commenting feature), or by making their submissions anonymous. However, the Subcommittee stresses the importance of the department confirming that they are in compliance with university rules regarding this topic. [Syllabus p. 13]
	3. **Contingency**: The Subcommittee notes that the course description and course content list mention machine learning, but it is not clear in the syllabus how this will be covered in the course. The Subcommittee asks that the department remove this from the description in the syllabus and on the submission form in curriculum.osu.edu or make it clear how the topic will be integrated into the course. [Syllabus p. 1 and submission form]
	4. **Contingency**: The Subcommittee requests that the department adjust the language in the prerequisite requirements in the syllabus and on the submission form in curriculum.osu.edu to include Math Placement Level N as an alternative for completion of Math 1075 or higher. [Syllabus p. 1 and submission form]
	5. Recommendation: The Subcommittee recommends that the department include TopHat in the list of technology needed for the course. [Syllabus p. 9]
	6. Lee, Barker; unanimously approved with **four contingencies** and *one recommendation*.