

## ASCC Natural and Mathematical Sciences Subcommittee

### Approved Minutes

Wednesday, May 1<sup>st</sup>, 2024

8:30AM – 10:00AM

CarmenZoom

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

### Agenda

1. Approval of 4-17-24 minutes
  - a. Ottesen, Cole; unanimously approved.
2. Revision to the BA and BS Biology & the Biology minor
  - a. **Contingency:** The Subcommittee requests that the CLSE provide an updated proposal that includes the revised syllabi of Biology 3501.01 - .07 & 4901 that address the Subcommittee's feedback on the courses after the revisions to the courses have been resubmitted individually and approved by Ian Hamilton.
  - b. Ottesen, Cole; unanimously approved with **one contingency**.
3. New 1B Certificate of Research Methods in Biological Sciences
  - a. Comment: Following Subcommittee review, the staff in the ASCCAS office noticed the following errors in the course listings in the proposal:
    - i. The correct title of EEOB 3498 is Undergraduate Research in Behavioral Ecology. [Proposal pp. 2, 8]
    - ii. The correct title of AGSYSMT 5560 is UAS and Remote Sensing in Agriculture. [Proposal pp. 3, 8]
  - b. *Recommendation:* Regarding Geography 3980, given the brief description of the class, it does not seem to meet the Goals and ELOs of the certificate or incorporate the biological sciences to the degree of warranting its inclusion in the certificate. [Proposal pp. 4, 8]
  - c. *Recommendation:* The Subcommittee recommends that the proposing faculty consider using a different word besides "placements" in the breakdown of how the department will organize student data. The Subcommittee was unsure of what was meant by this and recommends rephrasing to more clearly indicate that students' post-graduation path is what will be measured here. [Proposal p. 6]
  - d. Ottesen, Yoon; unanimously approved with one comment and *two recommendations*.
4. Chemistry 7620 (new course)
  - a. Comment: The Subcommittee would like to bring to the attention of the department that [Institutional Review Board](#) (IRB) approval might be necessary for this course. The Subcommittee is not entirely certain given the minimal detail in the syllabus regarding the various assignments/research of the course but encourages the department to reach out to the Office of Responsible Research Practices (ORRP) for further guidance.

- b. **Contingency:** The Arts and Sciences Curriculum Committee recently (03-01-2024) updated the list of required syllabus statements for all syllabi to include a new statement on religious accommodations. The new version of 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](#). Please note that the link to religious holidays, holy days and observances at the end of the statement is also required to be included in the syllabus. The Subcommittee thanks you for adding this revised statement to your course syllabus. [Syllabus p. 3]
  - c. **Contingency:** The Subcommittee requests that the department include the course number rather than title for the prerequisite listing on the form in curriculum.osu.edu. The Subcommittee is unable to determine what course the department wants to include as a prerequisite as the title currently listed does not seem to be the title of an existing course.
  - d. *Recommendation:* The Subcommittee recommends that the department specify in the grade breakdown table how many sessions and how many points are available per session for participation credit (e.g., similar to the way that the Chem 7699 syllabus states that there are 7 session x 20 points), as the current breakdown across the table led to some confusion. [Syllabus p. 4]
  - e. *Recommendation:* The Subcommittee recommends that the department clarify the boundaries of each letter grade in the grade scale, as there is currently overlap between each mark (e.g., if a student receives a 93% in the course, per the grade scale as it is currently presented in the syllabus, it is unclear if a student would receive an A or A-). Additionally, there is what is likely to be a simple typo for the percentages assigned to the letter grade D, which is said to be a 60% - 76% rather than what the Subcommittee assumes is meant to be a 60% - 66%. Lastly, the Subcommittee notes that 1% - 59% are not accounted for in the scale and should be included in the E range as 0% - 59%. [Syllabus p. 4]
  - f. *Recommendation:* The Subcommittee recommends that the department include more detail on the specific assignments of the course (perhaps in a way similar to that of the Chem 7699 syllabus, which includes brief description of assessment). Additionally, the Subcommittee suggests that the department include details in the syllabus regarding group formation of the small discussion groups for reflection.
  - g. *Recommendation:* The Subcommittee recommends that the department indicate the syllabus where the textbooks and journals will be available for students to view or purchase if they will not be provided. [Syllabus p. 2]
  - h. Cole, Barker; unanimously approved with one comment, **two contingencies**, and *four recommendations*.
5. Chemistry 7699 (new course)
- a. **Contingency:** The Arts and Sciences Curriculum Committee recently (03-01-2024) updated the list of required syllabus statements for all syllabi to include a new statement on religious accommodations. The new version of 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](#). Please note that the link to religious holidays, holy days and observances at the end of the statement is also required to be included in the syllabus. The Subcommittee thanks you for adding this revised statement to your course syllabus. [Syllabus p. 4]

- b. **Contingency:** The Subcommittee requests that the department include the course number rather than title for the prerequisite listing on the form in curriculum.osu.edu. The Subcommittee is unable to determine what course the department wants to include as a prerequisite as the title currently listed does not seem to be the title of an existing course.
- c. *Recommendation:* The Subcommittee recommends that the department clarify the boundaries of each letter grade in the grade scale, as there is currently overlap between each mark (e.g., if a student receives a 93% in the course, per the grade scale as it is currently presented in the syllabus, it is unclear if a student would receive an A or A-). Additionally, there is what is likely to be a simple typo for the percentages assigned to the letter grade D, which is said to be a 60% - 76% rather than what the Subcommittee assumes is meant to be a 60% - 66%. Lastly, the Subcommittee notes that 1% - 59% are not accounted for in the scale and should be included in the E range as 0% - 59%. [Syllabus p. 2]
- d. *Recommendation:* The Subcommittee recommends that the department indicate the syllabus where the textbooks and journals will be available for students to view or purchase if they will not be provided. [Syllabus p. 1]
- e. Cole, Lee; unanimously approved with **two contingencies** and *two recommendations*.