

ASCC Arts and Humanities Subcommittee 1

Approved Minutes

Tuesday, October 29th, 2024

12:30PM – 2:00PM

CarmenZoom

Attendees: Beecher, Bitters, Dugdale, Hedgecoth, Neff, Troyan

Agenda

1. Approval of 10-15-24 minutes
 - a. Beecher, Troyan; unanimously approved.
2. Music 3402.35, 3403.35, 4501.35, 4502.35, & 4602.35 (new courses; feedback and vote applies to all)
 - a. **Contingency:** The Subcommittee requests that the School distinguish in the syllabi which materials are required versus recommended and how they can be accessed by students. For instance, Soundboard is not currently listed as a required material, though it is implied in the studio policies section of the syllabi. [Syllabi pp. 2, 6-7]
 - b. **Contingency:** The Subcommittee requests that the grading criteria be made clearer in the syllabi, specifically regarding the additional requirements mentioned under the studio policies. They ask that the School integrate these expectations into the grading/list of required assignments so that students are aware that they must complete these requirements. [Syllabi pp. 2, 6-7]
 - c. *Recommendation:* The Subcommittee recommends that the section in the syllabi including information on grading be formatted as a bulleted list rather than in narrative form so that it is easier to read at a glance. [Syllabi p. 2]
 - d. *Recommendation:* The Subcommittee recommends that the School use the most recent version of the Student Life Disability Services Statement, which was updated in summer of 2024. The updated statement can be found in an easy to copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](#). [Syllabi p. 3]
 - e. *Recommendation:* The Subcommittee recommends that the School use the most recent version of the university's diversity statement if they wish to keep it in the syllabi. The updated statement can be found in an easy to copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](#). [Syllabi p. 5]
 - f. *Recommendation:* The Subcommittee recommends that the School remove the accessibility statement on page 5 of the syllabi as it is an outdated version of the SLDS statement.
 - g. Beecher, Troyan; unanimously approved with **two contingencies** and *four recommendations*.
3. Greek 6891 (existing course requesting reduction in credit hours, change to title, course description, and prereqs.)

- a. *Recommendation:* The Subcommittee recommends that the syllabus include more detailed information regarding assignment expectations and evaluation. [Syllabus p. 2]
 - b. Hedgecoth, Troyan; unanimously approved with *one recommendation*.
4. Ethnic Studies 3311 (new course requesting GEN Foundation REGD)
 - a. Comment: The Subcommittee commends the overall quality of the syllabus. The narrative accompanying each week in the course calendar is particularly appreciated, as it provides valuable context for students.
 - b. Comment: The Subcommittee notes the statements in the syllabus about banning students from their technology if it is being used for unintended purposes and the possible introduction of extra assignments if students are not completing the readings. If these statements remain in the syllabus, the subcommittee recommends that the department ensure they can be enforced in a way that does not feel unnecessarily punitive to students. [Syllabus pp. 11-12]
 - c. *Recommendation:* The Subcommittee recommends clarifying the scaffolding of the creative project option in the syllabus. While the milestones for the research paper are well-defined, the guidelines for the creative project could be more explicit with similar steps or checkpoints so students understand the timeline. [Syllabus pp. 6-9]
 - d. *Recommendation:* The Subcommittee recommends providing specific examples of abstracts to serve as models to students for creating their own abstracts. [Syllabus p. 7]
 - e. *Recommendation:* The Subcommittee recommends that the department revise the excused absence policy in order to align with the guidance sent by OAA at the beginning of the term, which encouraged instructors to refrain from asking students to provide a doctor's excuse. [Syllabus p. 8]
 - f. Troyan, Hedgecoth; unanimously approved with two comments and *three recommendations*.
5. Slavic 5580 (new course)
 - a. *Recommendation:* The Subcommittee recommends that the department use the most recent version of the university's diversity statement if they wish to keep it in the syllabus. The updated statement can be found in an easy to copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](#). [Syllabus p. 15]
 - b. Hedgecoth, Beecher; unanimously approved with *one recommendation*.