

# ASCC Arts and Humanities Subcommittee 1

## Approved Minutes

Tuesday, September 17<sup>th</sup>, 2024

12:30PM – 2:00PM

CarmenZoom

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

### Agenda

1. Approval of 9/3/24 minutes
2. Music 2200.13 (new course) (tabled from last time)
  - a. **Contingency:** The Subcommittee requests that the list of courses at the beginning of the syllabus be removed. The Subcommittee is only reviewing and approving Music 2200.13 at this time.
  - b. *Recommendation:* The Subcommittee recommends that the School list the practice hour dates and times in the syllabus so that students have this information. [Syllabus p. 1]
  - c. *Recommendation:* The Subcommittee recommends that the section including information on grading be formatted as a bulleted list rather than in narrative form so that it is easier to understand at a glance. [Syllabus p. 2]
  - d. *Recommendation:* The Subcommittee recommends that the School adjust the grade scale to use letter 'E' rather than 'F' for 0-62%, as the university does not use that mark. [Syllabus p. 2]
  - e. *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](#). [Syllabus p. 3]
  - f. Troyan, Beecher; unanimously approved with **one contingency** and *four recommendations*.
3. Arabic 5405 (new course) (tabled from last time)
  - a. *Comment:* The Subcommittee notes that the course seems to be heavily focused on profession in diplomacy (especially based on the assigned text) and simply wonders if a more specific title could better represent the course.
  - b. *Recommendation:* The Subcommittee recommends that the syllabus indicate the course number along with the number of contact hours per week to ensure that the course will meet for the appropriate amount of time for a 3-credit hour course.
  - c. *Recommendation:* the Subcommittee recommends that the course calendar in the syllabus include a week-by-week breakdown of assignments and activities associated with each course session rather than a combined summary of more than one week at a time. [Syllabus pp. 4-5]
  - d. *Recommendation:* The Subcommittee recommends that the final syllabus include the full religious accommodations statement as the last couple of sentences and



- c. *Recommendation:* The Subcommittee asks that the link below be added to the bottom of the religious accommodations statement, as it is a part of the required text. Please feel free to copy and paste this into the statement directly from the Subcommittee's feedback. Otherwise, the full statement with the link can be found in an easy to copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](#). [Syllabus p. 11]
    - i. **(Policy: [Religious Holidays, Holy Days and Observances](#))**
  - b. *Recommendation:* 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](#). [Syllabus p. 10]
  - c. Troyan, Hedgecoth; unanimously approved with one comment and *two recommendations*.
6. WGSS 4574 (new course)
- a. Comment: The Subcommittee notes a small typo in the prerequisite section of curriculum.osu.edu, where the course is referred to as WGSS 4576 instead of 4574. The staff in the ASCCAS office will fix this before advancing the course to the next step in the approval process.
  - b. *Recommendation:* The Subcommittee notes that the assignment descriptions include language regarding attendance and recommends that the department take this out and include it under its own heading for students to find. [Syllabus p. 4]
  - c. *Recommendation:* The Subcommittee recommends that the syllabus include a grade breakdown table so that students can easily visualize the weight of each assignment.
  - d. *Recommendation:* The Subcommittee notes the use of an A+ in the grading scale and ask that this be removed, as the university only uses A and A-. [Syllabus p. 5]
  - e. Hedgecoth, Beecher; unanimously approved with one comment and *three recommendations*.
7. English 3395 (existing course with GEN Theme Citizenship for a Just and Diverse World; requesting 100% DL)
- a. Comment: The Subcommittee commends the department for the thoughtful language employed in the syllabus regarding tone, civility and collaboration.
  - b. *Recommendation:* The Subcommittee would like to reiterate the feedback provided to the department upon DL review and recommends that the syllabus include additional information regarding how the quizzes will be administered, (such as when they will open and close for students to take) as well as more information on the active reading response. [Syllabus pp. 11-12]
  - c. *Recommendation:* The Subcommittee notes that the order of the assignment descriptions does not match the order of the assignments listed in the grade breakdown and recommends that this be reorganized to prevent confusion. [Syllabus pp. 9-13]

- d. *Recommendation:* The Subcommittee recommends that the department 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](#). [Syllabus p. 17]
  - e. Beecher, Troyan; unanimously approved with one comments and *three recommendations*.
- 8. Classics 2206 (existing course with GEN Theme Citizenship for a Just and Diverse World; requesting 100% DL)
  - a. Comment: The Subcommittee appreciates the relationship between the asynchronous components and the optional live sessions mentioned in the syllabus.
  - b. *Recommendation:* The Subcommittee recommends that it be specified in the mode of delivery section of the syllabus that the course is asynchronous. [Syllabus p. 6]
  - c. *Recommendation:* The Subcommittee recommends that the department 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](#). [Syllabus pp. 24-25]
  - d. Hedgecoth, Troyan; unanimously approved with one comment and *two recommendations*.
- 9. Theatre 3712 (new course requesting GEN Theme Citizenship for a Just and Diverse World)
  - a. Comment: The Subcommittee views this as a very engaging course and appreciates how the course is challenging students to think beyond the entertainment value of plays to their critical and historical significance.
  - b. Comment: The Subcommittee encourages the department to reconsider the policy regarding written documentation for an excused absence, as this is not always the easiest way to monitor absences and can create situations where students might try to take advantage. [Syllabus p. 5]
  - c. Hedgecoth, Troyan; unanimously approved with two comments.