**ASCC Arts and Humanities Subcommittee 2**

Unapproved Minutes

Friday, Feb. 21st, 2025 Zoom

**Attendees**: Bitters, Crocetta, Diles, Köhnlein, Mick, Podalsky, Steele, Vankeerbergen

**Agenda**

1. Approval of 2/7/25 minutes
   1. Kohnlein, Crocetta; unanimously approved.
2. History, AAAS, and WGSS 3084 (existing triple-listed courses with GEN Theme Citizenship for a Diverse and Just World; requesting 100% DL)
   1. *Recommendation:* The Subcommittee suggests that the department outline in the syllabus approximately how long students should expect to spend on the various course assignments/activities each week, so that students may schedule their time accordingly.
   2. *Recommendation:* The Subcommittee recommends that the departments use the most recent version of the Diversity Statement (syllabus, pg. 18), which was updated in AU 24 with additional protected categories. 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).
   3. Crocetta, Köhnlein; unanimously approved with *two recommendations* (in italics above).
3. Russian 3360 (new course requesting GEN Theme Lived Environments)
   1. Comment: The Subcommittee commends the department for the creation of this course, which they found to be very compelling and an excellent addition to the college’s curriculum.
   2. *Recommendation:* The Subcommittee recommends that the department clarify for students which editions/translations are preferred for the materials they need to purchase (syllabus p. 3). If there is no preferred edition, the Subcommittee suggests sharing that information with students on p. 3 under “Obtaining the Course Materials”.
   3. *Recommendation*: The Subcommittee suggests that the department provide page numbers for the readings in the syllabus’ Schedule of Readings and Assignments (p. 10-12) so that students can more easily plan their time.
   4. *Recommendation*: The Subcommittee recommends that the department separate the one-page reflection assignment from the final paper assignment and provide information for students on how the reflection will be assessed and how it will contribute to their final grade in the course.
   5. *Recommendation*: The Subcommittee suggests that the department clarify the attendance policy outlined on p. 8 of the syllabus. Specifically, they are unsure if (after three excused absences) students will be penalized by one percent of their *overall grade* for the course, or one percent of the *Attendance and Participation* grade (i.e. 1% of the 20% allotted to Attendance and Participation). In either case, they note that this may not serve to deter students from missing class, as a student could miss up to 10 class meetings and still earn an “A” or “A-” for the course.
   6. *Recommendation:* The Subcommittee recommends that the department include in the syllabus (p. 4) the goals and ELOs for the GEN Theme: Lived Environment category exactly as they appear on the [ASCCAS Website](https://asccas.osu.edu/new-general-education-gen-goals-and-elos), so as to maintain consistency between all courses in the category.
   7. *Recommendation*: The Subcommittee recommends that the department use the most recent version of the Mental Health Statement (syllabus, pg. 6), as the name and phone number of the Suicide/Crisis hotline have changed. The updated statement can be found in an easy-to-copy/paste format on the [ASCCAS website.](https://asccas.osu.edu/submission/development/submission-materials/syllabus-elements)
   8. Diles, Crocetta; unanimously approved with *six recommendations* (in italics above), and one comment.
4. Russian 5250.05 (new course)
   1. Comment: The Subcommittee offers their congratulations to the department for a strong course proposal, and they wish to compliment the course developers on the Writing Exercises/Revisions assignment, as they believe this to be an excellent way of strengthening students’ critical thinking skills while providing feedback on student writing.
   2. *Recommendation*: The Subcommittee suggests that the department clarify the attendance policy outlined on pp. 6-7 of the syllabus. Specifically, they are unsure if (after three excused absences) students will be penalized by three percent of their *overall grade* for the course, or one percent of the *Engagement with Our Learning Community* grade (i.e. 3% of the 25% allotted to this Engagement). In the latter case, they note that this may not serve to deter students from missing class, as a student could miss up to 10 class meetings and still earn an “A” or “A-” for the course.
   3. *Recommendation:* While they appreciate the 48-hour extension policy outlined on p. 8-9 of the syllabus, the Subcommittee recommends that the department provide information for students on any penalties that will be incurred if assignments are turned in late after the 48 hours or if a student does not request the extension.
   4. *Recommendation:* The Subcommittee suggests that the department alter the description of the points breakdown for the final paper (syllabus, p. 8), as this does not align well with the percentages of the grade used to describe other assignments and could cause confusion for students.
   5. *Recommendation:* The Subcommittee strongly recommends that the department clarify where students can purchase the appropriate translations of the required texts, and that the department note on p. 4 of the syllabus that these are the materials to be purchased by students, as this is not readily apparent unless the student sees the note regarding this on p. 2.
   6. *Recommendation:* The Subcommittee suggests that the department use a consistent font (without additional italics, bold, etc.) for the standard syllabus statements on pp. 11-15 of the syllabus, as these kinds of changes in font and style do not align with best practices for accessibility.
   7. Crocetta, Diles; unanimously approved with *five recommendations* (in italics above) and one comment.
5. History 3190 (new course)
   1. *Recommendation:* The Subcommittee recommends that the department adjust the points listed on p. 6 of the syllabus, as the points for each Graded Assignment in the first table add up to 100, but the points for the Course Grade in the second table add up to 1000, which could cause confusion for students.
   2. *Recommendation:* The Subcommittee recommends that the department use an alternative to the title “Optional Assignments” (such as “Elective Assignments” or similar) so that students are aware that completing some of these assignments is a requirement of the course.
   3. *Recommendation:* The Subcommittee strongly suggests that the department provide a short explanation of the Optional Assignments on the syllabus that includes information regarding what the instructor hopes students will gain from these assignments, the rationale behind providing a list of options rather than strict requirements for students, and whether there will be any unifying element(s) (such as a reflection or proof of attendance) that will be required regardless of the activity the student chooses.
   4. *Recommendation:* The Subcommittee recommends that the department expand the course calendar to provide additional details about required readings/viewings/activities for each week so that students can plan their time accordingly.
   5. Köhnlein, Diles; unanimously approved with *four recommendations* (in italics above).
6. First-Year Seminar Kunapulli - College in Popular Culture (new)
   1. **Contingency:** The Subcommittee asks that the proposer provide a more detailed course calendar that includes the topics for each week and the assigned readings/viewings so that the subcommittee can assess the workload for the course and have a better idea of how students will be guided in the approach to the topic.
   2. *Recommendation:* The Subcommittee recommends that the department provide further details on the syllabus (p. 1 under “Materials required”) about the required costs for streaming services. In addition, they offer the friendly recommendation to reach out to Courtney Hunt.877, the university’s Fine Arts Librarian, who may be able to arrange access to many of the course’s films via Canopy, thus reducing costs for students.
   3. *Recommendation:* The Subcommittee asks that the department amend or remove the statement regarding the grading scale on pg. 1 of the syllabus, as OSU does not have a standard grading scale; instructors are welcome to use any scale that best fits the needs of their course.
   4. Crocetta, Köhnlein; approved with contingency.