

ASCC Social and Behavioral Sciences Subcommittee

Approved Minutes

Monday, April 14th, 2025

3:00PM – 4:30PM

CarmenZoom

Attendees: Dwyer, Nathanson, Neff, Steele, Valle, Vankeerbergen, Xiao

Agenda

1. Approval of 3-31-25 minutes
 - a. Xiao, Dwyer; approved with one abstention.
2. Revision Anthropology PhD (and MA)
 - a. **Contingency:** The Subcommittee requests that the proposal clarify the requirements for the MA degree, as key elements such as credit hour expectations and required coursework for the program are not clearly outlined, making it difficult to assess how the MA program is changing. While some inferences can be made, the requirements should be explicitly detailed for ease of evaluation.
 - b. **Contingency:** The Subcommittee requests that the table listing the requested changes on page 3 of the proposal be revised to include the removal of the additional methods elective, as this change is mentioned in the curriculum comparison.
 - c. **Contingency:** The Subcommittee notes that Anthropology 8193.08 is being used for both candidacy preparation and independent study. While the Subcommittee understands that Anthropology does not have an 8998 course (which is the Registrar's designation for pre-candidacy research courses across disciplines), the use of varying titles to describe the course in the proposal is somewhat confusing to readers. Instead, the Subcommittee requests that the course be consistently referred to as "Independent Study" throughout the proposal to maintain clarity. [Proposal p. 7]
 - d. **Contingency:** The Subcommittee notes that Anthropology 7007 is referred to by different titles throughout the proposal to reflect the purpose it will serve for second and third year versus first year students. However, the Subcommittee requests that the course be referenced consistently as its official title, "Academic Workshop", throughout the proposal so as not to cause confusion for reviewers. Additionally, given that the course will serve different functions for different students, it may be worth *considering* whether these goals would be better achieved through two courses under separate course numbers. The latter is up to the department to decide. [Proposal pp. 7, 11-12, 14]
 - e. **Contingency:** The Subcommittee requests that the following inconsistencies and omissions in Section 11.2 of the proposal (p. 8) be addressed:
 - i. The section states that the credit hours allocated to methods courses are changing from 11 to 6, while the curriculum comparison table indicates a change from 14 to 6.

- ii. The term “methods workshop” should be revised to “data collection workshop” to remain consistent with the official course title and curriculum comparison table. (Point No. 4)
 - iii. The section does not mention the removal of the additional methods elective, which should be stated to provide a complete account of the changes.
- f. Dwyer, Xiao; unanimously approved with **five contingencies**.
- 3. Anthropology 7720 (existing course requesting reduction of credit hours from 4 to 3)
 - a. **Contingency:** The Subcommittee requests that the department add the required religious accommodations statement into the syllabus. The Arts and Sciences Curriculum Committee has updated the list of required syllabus statements for all syllabi to include a statement on religious accommodations as a result of a directive by the Executive Vice President and Provost. The statement can be found in an easy to copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](#). Please note that the policy link at the end of the statement is also required to be included in the syllabus.
 - b. *Recommendation:* To ensure transparency and clarity for students regarding final grades, the Subcommittee recommends that the grading scale in the syllabus be completed in full rather than ending with “B-”. [Syllabus p. 2]
 - c. *Recommendation:* The Subcommittee recommends that the department use the most recent version of the Student Life Disability Services Statement, which can be found in an easy to copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](#). [Syllabus p. 5]
 - d. *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 and can be found in an easy to copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](#). [Syllabus p. 5]
 - e. *Recommendation:* To reflect recent changes, the Subcommittee recommends that the link in the Title IX statement be updated to direct students to the [Office of Civil Rights Compliance](#). [Syllabus p. 5]
 - f. *Recommendation:* The reviewing faculty recommend 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. 5]
 - g. Dwyer, Xiao; unanimously approved with **one contingency** and *five recommendations*.
- 4. Anthropology 5515 (existing course requesting 100% DL)
 - a. **Contingency:** The Subcommittee requests that the department use the most recent version of the required religious accommodations statement in the syllabus. 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 policy link at the end of the statement is also required to be included in the syllabus. [Syllabus p. 17]

- b. *Recommendation:* The Subcommittee recommends that the syllabus provide a clearer sense of the expected workload for graduate students. Specifically, it would be helpful to clarify which of the recommended readings will be required of graduate students in the course to allow them to plan their time accordingly. [Syllabus p. 4]
 - c. *Recommendation:* While the syllabus does state there are no required meetings at set times for the course, the Subcommittee recommends explicitly indicating that the course is *asynchronous*, as this is a key descriptor that students look for in an online syllabus. [Syllabus p. 3]
 - d. *Recommendation:* The Subcommittee notes that the syllabus references different deadlines for the annotated reading assignments. The participation requirements lists a deadline of Monday at 5 PM, while all other mentions indicate that they are due before noon. To avoid confusion, the Subcommittee recommends aligning these times across the syllabus. [Syllabus p. 5]
 - e. *Recommendation:* To reflect recent changes, the Subcommittee recommends that the link in the Title IX statement be updated to direct students to the [Office of Civil Rights Compliance](#). [Syllabus p. 16]
 - f. *Recommendation:* The reviewing faculty recommend 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. 16]
 - g. *Recommendation:* Due to the recent closure of the Student Life Center for Belonging and Social Change (formerly the Multi-Cultural Center), the reviewing faculty recommend removing the link to their website from the land acknowledgement statement. [Syllabus p. 16]
 - h. *Recommendation:* The Subcommittee recommends that the department use the most recent version of the Student Life Disability Services Statement, which can be found in an easy to copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](#). [Syllabus pp. 16-17]
 - i. Dwyer, Xaio; unanimously approved with **one contingency** and *seven recommendations*.
5. Anthropology 2203 (existing course requesting change of level from 3000 to 2000-level)
- a. *Recommendation:* The Subcommittee recommends that the department remove the exclusion statement on the first page of the syllabus, as it references a course number from the university's quarter system and is no longer relevant.
 - b. *Recommendation:* The Subcommittee recommends removing "D-" from the grading scale in the syllabus, as Ohio State does not use this mark. The Subcommittee recommends that the percentage currently associated with "D-"

then be reassigned to “D” to ensure all percentages are accounted for on the scale. [Syllabus p. 2]

- c. *Recommendation:* Due to the recent renaming of the Office of Institutional Equity to the [Office of Civil Rights Compliance](#), the reviewing faculty recommend that the department update the contact in the Religious Accommodations statement, ensuring that it remains a live link. Additionally, the Subcommittee recommends that the policy at the end of the statement be a working hyperlink to OAA’s website. Please feel free to copy and paste these two links into the statement directly from the Subcommittee’s feedback. Otherwise, the full statement with the links can be found in an easy to copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](#). [Syllabus pp. 4-5]
 - i. (Policy: [Religious Holidays, Holy Days and Observances](#))
 - d. *Recommendation:* Due to the recent closure of the Student Life Center for Belonging and Social Change and the Office of Diversity and Inclusion, the reviewing faculty recommend removing the links to their websites from the syllabus. [Syllabus p. 4]
 - e. Xiao, Dwyer; unanimously approved with *four recommendations*.
6. Anthropology 3233 (new course)
- a. Comment: The Subcommittee is concerned that the course title, “Medicolegal Death Investigation”, may not be fully understood by students. The Subcommittee offers the friendly advice to consider a more accessible or descriptive course title to ensure students understand the focus of the course.
 - b. **Contingency:** The Subcommittee requests that the department seek concurrence with the Department of Sociology given the related disciplinary content of this course and their Criminology program.
 - c. **Contingency:** The Subcommittee requests additional information regarding the length and format of the exams to help establish clearer expectations for students. Additionally, clarification is needed concerning the final exam. Specifically, on page 3, the syllabus states that "course examinations will consist of three equally weighted tests worth 80 points each," which seems to exclude the final exam from the grading structure. The Subcommittee is unsure if the final exam potentially serves as a replacement for a lower test grade or another purpose entirely. The Subcommittee requests more explicit guidance to ensure both the Subcommittee and the students understand how the final exam factors into the course. [Syllabus pp. 3, 15]
 - d. **Contingency:** The Subcommittee requests further details regarding the articles assigned for discussion, specifically the types of articles that will be included and an indication of their length to provide an idea of the time this will require of students. Additionally, the Subcommittee requests that the phrase “Starting in March” at the beginning of the paragraph be revised since the syllabus is designated for the Autumn term. [Syllabus p. 3]

- e. *Recommendation:* The Subcommittee notes that the placement of “Forensic Anthropology” in the heading of the syllabus may give the impression that it is the title of the course, which could be misleading for students. The Subcommittee recommends that this be replaced with the official title and repositioned to avoid confusion. [Syllabus p. 1]
- f. *Recommendation:* The Subcommittee recommends including a table in the syllabus that outlines the weight of each assignment category, as a visual representation is more reader friendly. Along these lines, the Subcommittee suggests putting the point value for the research paper and examinations in bold with the assignment titles to remain consistent with the formatting used for other assignments. [Syllabus p. 3]
- g. *Recommendation:* The Subcommittee notes a slight overlap between the percentage ranges for the grades of “D” (59.44 - 66.45) and “E” (below 60), which they recommend be adjusted for clarity. Additionally, as a friendly comment, the instructor may wish to consider adopting a more conventional scale rather than using precise decimals such as .44 and .45. [Syllabus p. 7]
- h. *Recommendation:* The Subcommittee notes that the Title IX statement in the syllabus appears to be another version of the diversity statement. The Subcommittee recommends that the department use most recent language for the Title IX statement if they wish to keep it in the syllabus. The statement can be found in an easy to copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](#). [Syllabus pp. 8-9]
- i. *Recommendation:* Due to the recent renaming of the Office of Institutional Equity to the [Office of Civil Rights Compliance](#), the reviewing faculty recommend that the department update the contact in the Religious Accommodations statement in the syllabus. [Syllabus p. 10]
- j. Xiao, Dwyer; unanimously approved with one comment, **three contingencies**, and *five recommendations*.