

## ASCC Natural and Mathematical Sciences Subcommittee

### Approved Minutes

Thursday, August 28<sup>th</sup>, 2025

1:30PM – 3:00PM

CarmenZoom

**Attendees:** Barker, Carlson, Dinan, Hadad, Heckler, Hilty, Lee, Steele, Vankeerbergen

- 1) Welcome and Introductions
- 2) Overview of the Work of the Subcommittee (C. Hadad)
- 3) Approval of 05/07/2025 Minutes
  - Lee, Carlson, **unanimously approved**
- 4) Biology 1870 (new course)
  - **Contingency:** As of August 29<sup>th</sup>, 2025, all syllabi must have either a link to the statements below **or** these statements written out in their entirety within the syllabus (the statement(s) in **bold** below are missing or outdated in the current syllabus). Syllabi should link to the Office of Undergraduate Education's [Syllabus Policies & Statements webpage](#) and/or copy-and-paste the statements from the Office of Undergraduate Education's website.
    - Academic Misconduct
    - Student Life - Disability Services
    - **Religious Accommodations (please replace the link to the Office of Institutional Equity email address with that of the Civil Rights Compliance Office)**
    - **Intellectual Diversity**

Instructors are welcome to include any other standard and/or recommended syllabus statements found on the Office of Undergraduate Education's webpage which they deem relevant for their course. Please also refer to this page to ensure that the Diversity and Title IX statements on p. 7 of the syllabus (now combined into the statement on “Creating an Environment Free from Harassment, Discrimination, and Sexual Misconduct”) and all other statements are current and accurate.
  - **Contingency:** The Subcommittee ask that the CLSE seek concurrence from Molecular Genetics and Evolution, Ecology, and Organismal Biology.
  - *Recommendation:* The Subcommittee recommends clarifying which assignments qualify to fall underneath the late assignment policy on syllabus page 3.

- *Recommendation:* The Subcommittee recommends ensuring that all links provided in the course calendar (syllabus pages 8-10) are functional prior to the syllabus being distributed to students.
- *Recommendation:* The Subcommittee notes that the syllabus currently states that there are no required course materials; however, the course schedule lists several readings (presumably available via CarmenCanvas). While some readings have page numbers indicated, others do not. The Subcommittee recommends specifying page lengths for all assigned readings so that students can be aware of the expected workload.
- Barker, Lee, **unanimously approved** with **two contingencies** and *three recommendations*.

5) Microbiology 4891 (new course)

- Comment: The Subcommittee noted that the course syllabus requires students to receive a letter grade of C- or higher in the appropriate prerequisite coursework. However, this does not appear within the form on curriculum.osu.edu and, therefore, will not be implemented by the Office of the University Registrar. They ask the department to clarify which prerequisite is accurate and to ensure that the curriculum form and the course syllabus match.
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  - Academic Misconduct
  - **Student Life - Disability Services**
  - Religious Accommodations
  - **Intellectual Diversity**

Instructors are welcome to include any other standard and/or recommended syllabus statements found on the Office of Undergraduate Education's webpage which they deem relevant for their course. Please also refer to this page to ensure that the Title IX (now combined into the statement on "Creating an Environment Free from Harassment, Discrimination, and Sexual Misconduct") and Mental Health statements on pp. 6-7 of the syllabus and all other statements are current and accurate.

- **Contingency:** The Subcommittee ask that the department seek concurrence from the Department of Food, Agriculture, and Biological Engineering.

- *Recommendation:* The Subcommittee recommends clarifying the participation details (syllabus page 2) and how students will be assessed on their participation.
- *Recommendation:* The Subcommittee recommends removing reference to the OSU Standard Grading Scale (syllabus page 2), as OSU does not have a standardized grading scale and instructors are free to select a grading scheme which best suits the needs of their course.
- *Recommendation:* The Subcommittee recommends providing rubrics for students which clarifies how they will be assessed.
- Lee, Carlson, **unanimously approved** with one comment, **two contingencies**, and *three recommendations*.

6) Microbiology 6891 (new course)

- **Contingency:** As of August 29<sup>th</sup>, 2025, all syllabi must have either a link to the statements below **or** these statements written out in their entirety within the syllabus (the statement(s) in **bold** below are missing or outdated in the current syllabus). Syllabi should link to the Office of Undergraduate Education's [Syllabus Policies & Statements webpage](#) and/or copy-and-paste the statements from the Office of Undergraduate Education's website.
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- **Contingency:** The Subcommittee asks that the department seek concurrence from the Department of Food, Agriculture, and Food Engineering and the College of Pharmacy.
- *Recommendation:* The Subcommittee noted that the excused make-up policy may be difficult to monitor and implement, and so they recommend that the instructor seek to expand upon this policy, as it may be useful to both the instructor and students.

- Barker, Heckler, **unanimously approved** with **two contingencies** and *one recommendation*.

7) Biology 2360 (new course requesting GEN Theme: Health and Wellbeing)

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- **Contingency:** The Subcommittee asks that the department upload their concurrence email from the Department of Anthropology and ask that they seek concurrence from the Department of Theatre, Film and Media Arts.
- *Recommendation:* The Subcommittee recommends that the course instructor consider how generative AI will impact the course assignments which students will be assessed upon.
- *Recommendation:* The Subcommittee recommends that the course calendar (syllabus pages 16-18) provide full citations of required readings to students.
- Carlson, Heckler, **unanimously approved** with **two contingencies** and *two recommendations*.

8) Biology 3870 (new course requesting GEN Theme: Origins and Evolution)

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- The Subcommittee asks that the department seek concurrence from the Department of Molecular Genetics.
- The Subcommittee noted that the course title on the syllabus (page 1) differs from what is submitted in the form on curriculum.osu.edu. They ask that the unit consider which title they would like to choose and ensure that the curriculum form and the syllabus match.
- The Subcommittee would like to see the requirements of the article reflection assignment (syllabus page 4) further clarified and a more detailed explanation of what is required from students provided.
- The Subcommittee recommends that in the syllabus the course instructor clarify for students when and how they are allowed to collaborate on course assignments.
- The Subcommittee recommends that the course instructor consider how generative AI will impact the course assignments which students will be assessed upon.
- The Natural and Mathematical Sciences Subcommittee is not responsible for reviewing the course for the requested GEN Theme ELOs. However, they would like to note that it may be useful for the course instructor to more thoroughly connect course activities and assignments to specific GEN Theme ELOs for when the course is reviewed by the Themes Subcommittee.
- The Subcommittee asks that a cover letter be submitted which details all changes made to the proposal as a result of their feedback.
- **Declined to Vote**

9) ASC 2798.07 (new course)

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- Barker, Lee, **unanimously approved** with **one contingency**.