

fax to
Bernadette
688-5678
2/25/10

**The Ohio State University
Freshman Seminar Program
Proposal Sheet**

Course Information.

1. Attach a sample syllabus that includes the following. Sample syllabi can be found at <http://freshmanseminars.osu.edu>.
 - a) The course goals,
 - b) A brief description of the content,
 - c) The distribution of meeting times,
 - d) A weekly topical outline,
 - e) A listing of assignments,
 - f) Grade assessment information (including whether the course will be graded by letter grades or Satisfactory/Unsatisfactory),
 - g) The required textbooks and/or reading list, and
 - h) The academic misconduct and disability services statements (sample statements can be found at <http://artsandsciences.osu.edu/currofc/resources.cfm>).

2. Attach a brief biographical paragraph that includes the current research interests, teaching awards and honors, and undergraduate courses taught by the participating instructor(s). The paragraph will be included in materials for first-year students.

Michelle Herman, English

Proposer's Name(s) and Academic Unit(s)

Signature(s) of Proposer(s)

Herman.2@osu.edu
E-mail Address(es) of Proposer(s)

2-5767 (office); 506-0479 (cell)
Contact Phone Number

Date of Submission

2/23/10

Signature(s) of Head(s) of Academic Unit(s)

Please indicate how many quarters you would like to offer the seminar and which quarters: AU WI SP

This request form and the attachments should be mailed to the Director, Chinwe Okpalaoka, 154G Denney Hall, 164 W. 17th Avenue, or e-mailed to okpalaoka.2@osu.edu. For additional information, please call 292-4661.