

From: [Vankeerbergen, Bernadette](#)
To: [Soave, Sergio](#)
Cc: [Heysel, Garrett](#); [Leasure, Timothy](#)
Subject: Art 6018
Date: Tuesday, February 28, 2012 2:49:49 PM
Attachments: [Syllabus Template Elements Updated 2012.doc](#)

Dear Sergio:

On Thursday, February 23, the ASCC Arts and Humanities Panel reviewed Art 6018. The Panel did not take a vote on the course but would like the syllabus to be revised to provide further information:

- Please make sure that all the bolded items in the attached syllabus template are included in the syllabus for Art 6018. See, for example, the following items missing from the syllabus: list of required readings/texts and where available, information about all the assignments, grading information, and suggested pt 16 font size for disability statement.
- Why is there a blank requirements section on page 1?
- Sample topics addressed by speakers should be listed on the syllabus.

I will return the course via curriculum.osu.edu in a minute. When you upload revised versions of the documents, could you please make sure the older versions are removed?

Should you or your faculty have any question about this feedback, don't hesitate to contact me or Professor Tim Leasure (Panel Chair)—cc'd on this e-mail.

Best regards,
Bernadette

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