

**From:** Vankeerbergen, Bernadette  
**To:** [Acome, Justin](#)  
**Cc:** [Heysel, Garrett](#); [Aski, Janice](#); [Swartz, Michael](#)  
**Subject:** NELC 5101  
**Date:** Wednesday, March 11, 2015 11:01:00 AM

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Dear Justin,

On Friday, March 6, the Arts and Humanities Panel of the ASC Curriculum Committee reviewed a new course request for NELC 5101.

I am happy to report that the course was unanimously approved with three recommendations:

- Attendance policy: "More than two absences will result in a grade of 'EN' for the course." This should very likely read "a grade of E." Indeed, EN can only be given when a student stops attending the course. When assigning an EN grade, the instructor needs to provide an indication of when the student stopped attending the course. That does not seem to be what is meant here.
- Grading scale: There is no D- at OSU.
- The prerequisite information on the form (in curriculum.osu.edu) is the information that will be included in the course catalog. The end of the line reads "or graduate standing." This should probably be replaced by "or graduate standing in NELC." Indeed, the syllabus indicates that in terms of graduate population the course is limited to graduate students in the Department of NELC.

Could you please let me know what you decide about the prerequisite information?

Since the course is also a graduate course, it will next be reviewed by the ASC Graduate Curriculum Committee.

If you have any questions about this feedback, please feel free to contact Janice Aski (Chair of the A&H Panel, cc'd above), or me.

Best,  
Bernadette

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