

From: Vankeerbergen, Bernadette
To: [Hutzel, Karen E.](#); [Sanders, James](#)
Cc: [Aski, Janice](#); [Heysel, Garrett](#); [Thomas, Kirsten](#)
Subject: Art Education 7000.10
Date: Tuesday, November 24, 2015 1:42:00 PM
Attachments: [QM Rubric 5th Edition.pdf](#)
[QM Annotations with Point Values.pdf](#)
[DANCE3401 rev.docx](#)
[STAT1350 rev.pdf](#)

Dear Karen and Jim,

On Friday, November 13 , the Arts and Humanities Panel of the ASC Curriculum Committee reviewed a course proposal for Art Education 7000.10 (existing course requesting 100% Distance Learning delivery).

The Panel unanimously approved the course with one contingency, namely: The Panel thinks that the syllabus contains insufficient information to give students a clear picture of the content of the course, the course expectations, and access to technology. Here are some examples of elements that Panel would like to see included in the syllabus (list is not exhaustive):

- Preferably, syllabus would mention early on that this is an online course;
- More details on how to access Carmen;
- More details about discussion forum (i.e., student engagement);
- Clear description of what the assignments are;
- Specific deadlines and readings on which days included in class schedule.

The Panel is sending the attached Quality Matters rubric, which you may find useful. Also attached are two sample on-line syllabi, which ASCTech thinks provide good information to enable students to navigate an on-line environment.

Should you have any questions about the feedback of the Panel, please feel free to contact Janice Aski (faculty Chair of the A&H Panel; cc'd on this e-mail), or me.

I will return Art Education 7000.10 via curriculum.osu.edu in a minute to enable the Department to address the points above.

Best wishes,
Bernadette

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