

From: Vankeerbergen, Bernadette
To: [Ewoldsen, David](#)
Cc: [Lam, Pok-Sang](#); [Haddad, Deborah](#); [Butte, Kylie](#)
Subject: Communication 3403 and Communication 4221
Date: Tuesday, January 19, 2016 9:41:00 AM

Hello Dave,

Please find below the SBS Panel feedback regarding Communication 3403 (new course) and Communication 4221 (course change), which as you know were reviewed by the Panel last week. The courses were approved with 5 contingencies each.

1. Communication 3403

- The lectures will be posted online. The syllabus should clearly indicate which platform will be used (e.g., Canvas).
- Second textbook, Best American Sports Writing, is not mentioned in the actual schedule. Request to make necessary adjustments.
- After a few weeks (approximately week 9), there are no specific readings listed in the schedule.
- Include the link to ODS in the statement about disability services: <http://www.ods.ohio-state.edu/>
- This is a new course that will likely count toward one of the majors in the School of Communication. Provide updated curriculum map(s).

2. Communication 4221

- Week 1, Day 2: Do readings about C.A.R come from the suggested textbook Computer Assisted Reporting: A Practical Guide—Brant Houston? If so, that would be problematic since the textbook is not required.
- Starting with the second session of week 11, there are no readings. It appears that class time is spent doing homework. Request for clarification.
- Include the link to ODS in the statement about disability services: <http://www.ods.ohio-state.edu/>
- Language used for extra credit makes it appear that bonus points are tailored for individual students. The syllabus should clearly state that any opportunities for extra credit need to be granted to all students.
- Address oversights in grading scale: 92-90 is not A but A-; 81-80 is not B but B-; 71-70 is not C but C-.

I will return both courses via curriculum.osu.edu in a minute to enable the School of Communication to address the points above.

Please let us know if you have any questions.

Best,
Bernadette

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