



April 22, 2016

Dear ASC Curriculum Committee,

Thank you for your review of the Astronomy Department's request to approve Astronomy 1101 for distance learning delivery. Here are my responses to the two contingencies raised by the NMS Panel in their meeting on April 19, and sent to me via email by Dr. Bernadette Vankeerbergen, Program Director, Curriculum and Assessment, ASC.

The Panel unanimously approved the request with two contingencies that I here report:

- *How are exams proctored? How does one guarantee safety of exams? Syllabus does give any such information. Is the testing center used for the exams?*

The exams are administered at the testing center.

- *There is a discrepancy between your e-mail sent on April 8 (here attached) and the distance learning syllabus in curriculum.osu.edu. In the syllabus submitted, labs appear to take place on-line. However, the e-mail says that all labs are in person in Columbus only. If lab is in person, then the syllabus needs to reflect that and the form in curriculum.osu.edu needs to indicate that this course is "greater or equal to 50% at a distance" (not "100%").*

I apologize for the discrepancy. I misunderstood the labs when I wrote the email. The distance learning syllabus is correct that the labs are online. There is a single, in-person orientation session in the Arne Slettebak Planetarium on the OSU Main Campus (mentioned on pg 4 of the syllabus under 'Other Fees or Requirements.' This orientation session, as well as differences in the way the regional campus testing centers operate, are the motivation to only open the course to Columbus campus students.

Sincerely,

Paul Martini
Professor and Vice Chair