

**From:** Vankeerbergen, Bernadette  
**To:** [Marsch, Elizabeth](#); [Lowry, Debra](#)  
**Cc:** [Aski, Janice](#)  
**Subject:** FW: Comparative Studies 5189S and English 5189S  
**Date:** Friday, February 17, 2017 9:10:00 AM  
**Attachments:** [image001.png](#)

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Hi Elizabeth and Debra,

I consulted with Janice Aski earlier this week about the issue of repeatability of Comparative Studies/English 5189S (see highlighted section in e-mail below). To summarize the context: The A&H1 Panel approved the courses as non-repeatable. When these came back to us, they had been changed to repeatable courses (up to 4 times or 12 cr max). So the submission had been changed compared to what was approved by the A&H1 Panel. Normally, for repeatable courses, a second syllabus needs to be submitted by the dept because the faculty panel want to make sure that a student taking the course for a second time would indeed have another experience (be doing something else than the first time). In this particular case, since this cross-listed course is an ethnographic field experience, submitting another syllabus is likely not possible. However, the panel/Janice would need to have an explanation of how the course will be different for students taking it for the second, third, or fourth time. Here are some questions that might be helpful:

- The 4 introduction to fieldwork classroom sessions: These are devoted to background/theoretical information: How will this part be different for repeating students? (new readings? new information? anything else different?)
- The one-week field experience: Will repeating students be asked to work with a different community partner/on a different research project? Do you also envision that a student might want to continue working on a particular research project if it warrants further study?
- Ten sessions of accessioning, exhibition planning and reflection at the OSU Folklore Archives: Same types of questions as for the bullet point above.

Could you please provide us with such a rationale document addressing the issue of repeatability? (Elizabeth: I assume you will need to work with Katey Borland on this.) In the meantime, I will keep both your courses in my queue in curriculum.osu.edu. Once the point of repeatability is clarified, we will advance the course to the Office of Service-Learning.

Many thanks,  
Bernadette



THE OHIO STATE UNIVERSITY

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**From:** Vankeerbergen, Bernadette

**Sent:** Wednesday, February 01, 2017 1:43 PM

**To:** Shank, Barry <shank.46@osu.edu>; Marsch, Elizabeth <marsch.3@osu.edu>; Lowry, Debra <lowry.40@osu.edu>; Simmons, Clare <simmons.9@osu.edu>; Garcha, Amanpal <garcha.2@osu.edu>

**Cc:** Heysel, Garrett <heysel.1@osu.edu>; Aski, Janice <aski.1@osu.edu>

**Subject:** Comparative Studies 5189S and English 5189S

All,

Last Friday, the Arts and Humanities 1 Panel of the ASC Curriculum Committee reviewed proposals for Comparative Studies 5189S and English 5189S (new cross-listed courses).

The Panel unanimously approved the courses with two recommendations (when the courses are taught):

**Disability statement includes former location in Pomerene Hall. Please update to include current location in 098 Baker Hall, 113 W. 12th Avenue. See p. 15 of ASC Curriculum and Assessment Operations Manual**

[https://asccas.osu.edu/sites/asccas.osu.edu/files/ASC\\_CurrAssess\\_Operations\\_Manual.pdf](https://asccas.osu.edu/sites/asccas.osu.edu/files/ASC_CurrAssess_Operations_Manual.pdf)

- The grading scale on page 4 of the syllabus includes D-, which is not a grade that can be given at OSU. Please remove and revise the grading scale.

Furthermore, there are a few elements on the form in curriculum.osu.edu that need to be addressed:

- The departments will need to uncheck the General Education box. These are not GE courses and I cannot uncheck this box myself.
- P. 1 of the syllabus states, "This course is open to all graduate and undergraduate students in good standing, but due to limited resources, students must complete an application process before receiving permission to register for the course." Therefore, shouldn't the prerequisite box on the form say, "Permission of instructor"?
- This course is not repeatable. Therefore, both courses should be mutually exclusive. In other words, for Comparative Studies 5189S please add " Not open to students with credit for English 5189S" in the exclusions field (and vice versa for the English version).

I am going to return the courses to the departments so that those three points on the form can be addressed. When the courses come back to us, I will then forward these to the Office of Service-Learning. Indeed, the approval of the S-status is the purview of the Office of Service-Learning (a university-wide office completely separate from ASC). During its review, the Arts and Humanities 1 Panel did not address the Service-Learning request of those courses.

Should you have any questions about this e-mail, do not hesitate to contact Janice Aski (faculty Chair of the Arts and Humanities 1 Panel; cc'd here), or me.

My best,  
Bernadette



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