

**From:** [Toohey, Meagan](#)  
**To:** [Bowerman, Ashley](#); [Otter, Christopher](#)  
**Cc:** [Heysel, Garrett](#); [Vankeerbergen, Bernadette](#); [Burry, Alexander](#)  
**Subject:** ASC Honors Committee review of course proposal: History 3213H  
**Date:** Tuesday, April 11, 2017 4:19:22 PM  
**Attachments:** [image001.png](#)

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Dear Professor Otter and Ms. Bowerman:

The Curriculum and Assessment Subcommittee of the College of Arts and Sciences Honors Committee has approved your proposal for a new honors course, History 3213H (Slavery in the Ancient World). The course will next be referred to University Honors & Scholars. Honors & Scholars has up to two weeks to review the course. Assuming approval by all of the appropriate curricular bodies, you may offer the course at your discretion.

In extending their approval, the members of the Curriculum and Assessment Subcommittee of the College of Arts and Sciences Honors Committee asked that I pass along the following recommendations regarding the syllabus:

- Clarify syllabus regarding use of office hours (page 1 says that students are required to attend office hours to discuss their research projects, but on page 2 under Course Requirements, it states that “the use of office hours is encouraged”).
- Change reference to “Dropbox” on Carmen to language used in new version of Carmen (which no longer uses a “dropbox”).
- Consider including topics in the class schedule in addition to the reading assignments.
- Consider including a rubric for the research paper and oral presentation.

Please let me know if you have any questions.

The subcommittee members believe your course will be a welcome addition to the honors curriculum, and they wish you the very best with what they are certain will be a rewarding experience for you and your students.

Sincerely,  
Meagan Toohey



**Meagan Toohey, J.D.**

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