

**From:** [Vankeerbergen, Bernadette](#)  
**To:** [Hamilton, Ian](#)  
**Cc:** [Daniels, Charles](#); [Haddad, Deborah](#)  
**Subject:** EEOB 5340 and 5440  
**Date:** Tuesday, October 16, 2018 3:44:00 PM  
**Attachments:** [image001.png](#)

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Dear Ian,

On Monday, October 8, the Natural and Mathematical Sciences Panel of the ASC Curriculum Committee reviewed a course change for EEOB 5340 (number change from 7310 to 5340) and a new course request for EEOB 5440.

Please find below the feedback of the panel:

- 1) EEOB 5440: Unanimously approved with three recommendations:
  - P. 1: "May semester" is not proper terminology. Use "May term." Furthermore, the information on course format ("Lecture/Lab: 5 hour one day/week") needs to be adjusted. Indeed, that info makes it appear that the lecture and lab are together 5 hours one day per week.
  - It would be helpful to students to add lab schedule in daily schedule.
  - Recommend 16-point font size for disability statement.
  
- 2) EEOB 5340: The panel did not vote on the request but would like the department to consider the following feedback first:
  - Form in curriculum.osu.edu: This course seems only appropriate for 14, 12, or perhaps 8 weeks. The options for 6 and 4 weeks do not seem feasible.
  - Syllabus:
    - The contact hours add up to almost 4 credits. Encourage the department to reduce the number of contact hours to more closely match 3 semester credits, or change the course to 4 credits. See information on credit hours pp. 16-17 in 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)
    - No details on the project or the other assignments are provided. We don't know when the quizzes are. However, it is important to know whether some happen before the drop date in the fourth week. Exam 1 is in week 9, which is quite late. In sum, much is weighed toward the end of the semester.
  - Request to provide an old syllabus so that the panel can look at how the workload has been adjusted and how the transition from a variable credit to a fixed credit class will be accommodated.
  - Might it be better to create a new course? And that way the 7000-level course can still be used.

EEOB 5440 will now advance to the Graduate school and OAA. As for 5340, I will return it via curriculum.osu.edu in a minute to enable the department to address the points above.

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

Best wishes,  
Bernadette



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