

**From:** [Vankeerbergen, Bernadette](#)  
**To:** [Brenner, Naomi](#); [Smith, Jeremie S.](#)  
**Cc:** [Savage, Shari](#); [Heysel, Garrett](#)  
**Subject:** Arabic 2111, 2112, 2104.01, 2104.02, 3105, 3705, and 4106  
**Date:** Thursday, November 01, 2018 12:13:00 PM  
**Attachments:** [image001.png](#)

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Dear Naomi and Jeremie,

On Tuesday, October 23, the Arts and Humanities 1 Panel of the ASC Curriculum Committee reviewed a series of Arabic course changes. Please find below the feedback of the Panel:

1. [Arabic 2111](#) (course change; renumbered from 4000-level to 2000-level): unanimously approved with one question:
  - The prerequisite/corequisite information on the form in curriculum.osu.edu differs somewhat from the equivalent information in the syllabus. The syllabus says, “Prereq: 1102.01 or 1102.02. Concur: 1103.01 or 1103.02.” On the other hand, the syllabus refers to, “Pre/co-requisite 1103.” Might it be better to use the following statement on the form in curriculum.osu.edu, “Prereq or concur: 1103.01 or 1103.02”?
2. [Arabic 2112](#) (course change; renumbered from 4000-level to 2000-level): unanimously approved
3. [Arabic 2104.01](#) (course change; increase credit hours from 4 to 5): unanimously approved with three recommendations:
  - P. 5: Explain the participation grade reduction after 3 absences.
  - P. 5 contains the following passage about homework: “You should plan for approximately **two hours** of homework and independent preparation **for every hour of class time**. This means that in a typical week, you should expect to spend at least eight hours doing your Arabic homework.” Since this course is now a 5-credit course, students should expect to spend at least 10 hours/week on homework.
  - P. 7: Syllabus uses outdated statement about disability services (with location in Pomerene Hall, which has not been used for this purpose for several years). Please use full statement available on p. 14 of the ASC Curriculum and Assessment Operations Manual [https://ascas.osu.edu/sites/ascas.osu.edu/files/ASC\\_CurrAssess\\_Operations\\_Manual.pdf](https://ascas.osu.edu/sites/ascas.osu.edu/files/ASC_CurrAssess_Operations_Manual.pdf)
4. [Arabic 2104.02](#) (course change; increase credit hours from 4 to 5): unanimously approved with five recommendations:
  - P. 5: Explain the participation grade reduction after 3 absences.
  - P. 5 contains the following passage about homework: “You should plan for approximately **two hours** of homework and independent preparation **for every hour of class time**. This means that in a typical week, you should expect to spend at least eight hours doing your Arabic homework.” Since this course is now a 5-credit course & the syllabus submitted is for the 4-week May term, the number of hours spent on homework should be adjusted accordingly.
  - P. 5: “There will be two types of homework assignments this semester . . . ” Please note that May is not considered a “semester.” It is a “term.”
  - P. 7: Syllabus uses outdated statement about disability services (with location in Pomerene Hall, which has not been used for this purpose for several years). Please use full statement

available on p. 14 of the 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)

- Schedule refers to events & dates in Spring: a midterm spread over two days in March & a Spring Break in Week 3.
5. Arabic 3105 (course change; increase credit hours from 4 to 5): unanimously approved with one recommendation & one general reminder
- P. 7: Statement about disability services: Please use full statement available on p. 14 of the 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)
  - Side note: For new courses: Please provide English translation of a syllabus (or parts of a syllabus) written in a foreign language. This does not apply in this case since this is not a new course. However, the panel did want to remind the Dept of NELC that for some course requests submitting a syllabus in a foreign language (or containing large sections in a foreign language) can be problematic for the reviewing committee(s).
6. Arabic 3705 (existing course with GE Literature; course change; renumbered from 2000-level to 3000-level): unanimously approved with three contingencies and one recommendation:
- Contingencies:
    - Since this is a modification of an existing GE course, please provide GE assessment plan.
    - Participation: Thirty percent of the final grade is a lot. Please provide a rubric that can be used to evaluate participation.
    - Last page of syllabus uses outdated statement about disability services (with location in Pomerene Hall, which has not been used for this purpose for several years). Please use full statement available on p. 14 of the 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)
  - Recommendation:
    - Include grading scale when course is offered.
7. Arabic 4106 (course change; increase credit hours from 4 to 5): unanimously approved with one recommendation:
- P. 1 of syllabus: “By the end of this course, the student will be able to speak, read, write and listen to Modern Standard Arabic at high intermediate and advanced levels.” This is a very high language competency level and one cannot assume that this level will actually be reached. The committee recommends not making this claim/removing this statement.

I will return Arabic 3705 via curriculum.osu.edu in a minute to enable the department to address the three contingencies. As for the other courses, they will be advanced asap—though I will first wait for your response re: Arabic 2111 prereq/concur information.

Should you have any questions about this feedback, please contact Shari Savage (faculty Chair of the Arts and Humanities 1 Panel; cc’d here), or me.

Best,  
Bernadette



THE OHIO STATE UNIVERSITY

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