

**From:** [Cody, Emily](#)  
**To:** [Getson, Jennifer](#); [Soland, Birgitte](#); [Howard, Clayton C.](#)  
**Cc:** [Romero, Eugenia](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Hilty, Michael](#); [Cody, Emily](#)  
**Subject:** History 4410 & 7906  
**Date:** Tuesday, September 13, 2022 7:24:00 PM  
**Attachments:** [image001.png](#)

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Good evening,

On Wednesday, August 31, the Arts and Humanities Panel 2 of the ASC Curriculum Committee reviewed the proposals for History 4410 & 7906. Please find below the Panel's feedback for these proposals. {N.B. **Contingencies (bolded)** require revision and resubmission to the Panel chair, while *recommendations (italicized)* or comments are suggestions from the Panel that an instructor can implement at their discretion when the course is taught.}

HISTORY 4410 | Unanimously approved with **one (1) contingency** and *four (4) recommendations*

- **CONTINGENCY: On the first page of the syllabus, the stated prerequisite for the course is different than that which appears on the curriculum.osu.edu form. The curriculum.osu.edu form states "English 1110.xx, a grade of C or above in History 2800, and any 3000-level History course; or permission of instructor," while page 1 of the syllabus indicates that there are in fact no prerequisites for the class. The reviewing faculty request that the course prerequisite on the curriculum.osu.edu form be amended to match that found on the syllabus or vice versa.**
- *RECOMMENDATION: On page 8 of the syllabus, the description for the Prospectus Proposal assignment repeats/reappears in the area designated for the explanation of the Reaction Paper assignment; the Panel kindly recommends replacing this accidental copy/paste with the correct information pertaining to the Reaction Paper assignment.*
- *RECOMMENDATION: The Panel suggests retitling the "participation" grade section "student-led discussion" since that appears to be what this segment of the grade breakdown consists of entirely.*
- *RECOMMENDATION: The Panel recommends changing the prerequisite of ENGLISH 1110.xx to "completion of GE Foundation Writing and Information Literacy course," as ENGLISH 1110.xx is no longer the only intro-level writing course available to students under the new GE (GEN).*
- *RECOMMENDATION: The Panel recommends that the syllabus clarify where students can purchase the course textbook and in what format it can be purchased.*

HISTORY 7906 | Unanimously approved with *five (5) recommendations*

- *RECOMMENDATION: The Panel suggests including the following information in the syllabus:*
  - *Number of credit hours*
  - *How often class meets and the length of each meeting*
  - *Course objectives*

- *RECOMMENDATION: In the event that the class meets more than once a week, the Panel recommends breaking down the course calendar into days rather than weeks to further ensure student clarity about due dates and timelines.*
- *RECOMMENDATION: The Panel recommends also listing and defining assignments by category/type in the grade breakdown section on pages 2-3 of the syllabus.*
- *RECOMMENDATION: The Panel suggests removing any reference to quarters in the syllabus since OSU divides terms into semesters.*
- *RECOMMENDATION: The Panel recommends removing D- from the grading scale, as OSU does not formally award this mark.*

I will return History 4410 to the departmental queue via curriculum.osu.edu in order to address the Panel's feedback.

History 7906 will continue through the approval process.

Should you have any questions about the feedback of the Panel, please feel free to contact Eugenia Romero (faculty Chair of the A&H2 Panel; cc'd on this e-mail) or me.

Best,  
Emily



**Emily K. Cody, Ph.D.**

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