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To: [Brenner, Naomi](#); [Smith, Jeremie S.](#)
Cc: [Savage, Shari](#); [Vankeerbergen, Bernadette](#); [Heysel, Garrett](#)
Subject: NELC 1125 and 3201
Date: Thursday, April 18, 2019 1:05:00 PM

Good afternoon,

On Tuesday, April 9, the Arts and Humanities 1 Panel of the ASC Curriculum Committee reviewed a new course proposal for NELC 1125 and a course change proposal for NELC 3201. Please find below the Panel's feedback for these courses.

- NELC 3201 (course change) approved with one contingency and four recommendations:
 - Contingency: Provide a curriculum map, as the course is part of the Islamic Studies major.
 - Recommendation: The department should clarify if the project is a group project or an individual project before offering the course. Page 2 of the syllabus says that students will work in small groups on their projects. Assignment descriptions on page 5 do not mention group work.
 - Recommendation: The panel recommends only assessing embedded questions at the end of the course. The department can assess embedded questions throughout the course, but it will create more work for the department than is necessary. The deployment of the embedded questions might be more sustainable in the long-term if they are used only at the end of the course.
 - Recommendation: It appears that the department intends to use rubrics for GE assessment (e.g. "we expect "excellent" or "good" from 80% or more of students), but the rubrics were not provided in the proposal. The panel recommends that the department develop GE assessment rubrics.
 - Recommendation: The panel has never seen a statement on incompletes on a syllabus (page 6), and they feel it might be best left off the syllabus.
- NELC 1125 (new course) approved with the following recommendations:
 - Remove attendance from "Attendance and Participation" in the course requirements, since the grade is based on participation. After two unexcused absences, each unexcused absence will reduce the overall grade 5%. This does not impact the participation grade alone. .
 - The panel recommends only assessing embedded questions at the end of the course. The department can assess embedded questions throughout the course, but it will create more work for the department than is necessary. The deployment of the embedded questions might be more sustainable in the long-term if they are used only at the end of the course.
 - It appears that the department intends to use rubrics for GE assessment (e.g. "we expect "excellent" or "good" from 80% or more of students), but the rubrics were not provided in the proposal. The panel recommends that the department develop GE assessment rubrics.

I will return NELC 3201 to the department queue via curriculum.osu.edu in order to address the Panel's requests. NELC 1125 will continue through the approval process.

Should you have any questions about the feedback of the Panel, please feel free to contact Shari Savage (faculty Chair of the A&H1 Panel; cc'd on this e-mail), or me.

Best wishes,
Shelby

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