

**From:** [Vankeerbergen, Bernadette](#)  
**To:** [Kline, Susan](#)  
**Cc:** [Haddad, Deborah](#); [Butte, Kylie](#)  
**Subject:** Communication 3414, 3466, 3800 & Science and Environmental Communication Certificate  
**Date:** Tuesday, January 21, 2020 12:10:00 PM  
**Attachments:** [image001.png](#)

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Dear Susan,

As you know, on Friday, January 10, the Social and Behavioral Sciences Panel reviewed proposals to create new courses Communication 3414 and 3800, a proposal to offer Communication 3466 fully online, and a proposal for a new undergraduate certificate in Science and Environmental Communication.

Since you were present at the meeting & reviewed the draft minutes of the meeting, you are already well aware of the feedback. However, please consider this the official notification for documentation purposes:

1. Communication 3414: unanimously approved with one contingency and three recommendations
  - Contingency: Request concurrence from the Department of Human Sciences (due to a Kinesiology program overlap—e.g., they have a BS in Sport Industry).
  - Recommendations:
    - P. 4: There is a small typo in the “Teaching Philosophy” section: “mod-el”.
    - Clarify when assignments are due. On p.5 of the syllabus, under “Making Deadlines,” assignments are said to be due at the beginning or end of class, but on the next page under “Assignment submissions” assignments are said to be due at the beginning of class only.
    - P. 6: Does instructor wish to include a D+ grade or is it intentionally left out? (The grading scale is up to the discretion of the instructor so either way is fine.)
2. Communication 3466: unanimously approved with two recommendations
  - Remove “Not open to students with credit for 666” in the Course Overview. The university no longer refers to quarter system classes.
  - Change/remove the “general elective course” language in the Course Description. The wording might be confusing to students.
3. Communication 3800: unanimously approved
4. Science and Environmental Communication Certificate: unanimously approved with six contingencies:
  - **Request concurrences from Business, Engineering, and Public Health. OAA requires that courses or programs that deal with the environment request concurrence from these colleges, in addition to the colleges already contacted.**  
(See p. 17 of ASC Curriculum and Assessment Operations Manual  
[https://ascas.osu.edu/sites/ascas.osu.edu/files/ASC\\_Curriculum\\_and\\_Assessment\\_Operations\\_Manual.pdf](https://ascas.osu.edu/sites/ascas.osu.edu/files/ASC_Curriculum_and_Assessment_Operations_Manual.pdf)  
& <https://assist.ocio.osu.edu/assistCurriculum/concurrence.html>)
  - Update the certificate request to type 1b. (1a certificates refer to those that are pursued independently of a degree program.) This occurs in the letter to Assistant Dean Deborah Haddad and p. 6 of the proposal (under “Enrollment”).
  - State proposed semester of implementation for the new program.
  - Clarify the MOU mentioned on p. 3 of the proposal; or if it is not applicable, remove the reference to an MOU. (An MOU usually pertains to funding, and there does not seem to be a shared funding situation in the case of this certificate.)
  - Please review the lists of electives starting on p.4 of the proposal and compare it to the proposed advising sheet: e.g.
    - The following courses are included in the proposal but not in the advising sheet: Comparative Studies 2340, 2341, and 3646; Public Affairs 5770; Pharmacy 5410; Biomedical Education and Anatomy 5881.
    - Bioethics 5881 is included in the advising sheet but not in the proposal.
    - The promotion document on pp. 15-16 does not include Biomedical Education and Anatomy 5881 either.

- The proposed ASC advising sheet is based on an advising sheet template for minors: e.g.,
  - transfer and EM credit hours are not allowed for certificates;
  - there should be a reference to 50% overlap with degree program (i.e., major, minor, other certificate, or GE) being allowed instead of the rules of overlap with GE, major, and minor that appear on minor sheets;
  - the rule about 3 credits max of S/U credit applies to minors, not certificates.

Consult the advising sheet template for certificates on p. 118 of the ASC Curriculum and Assessment Operations Manual

[https://ascas.osu.edu/sites/ascas.osu.edu/files/ASC\\_Curriculum\\_and\\_Assessment\\_Operations\\_Manual.pdf](https://ascas.osu.edu/sites/ascas.osu.edu/files/ASC_Curriculum_and_Assessment_Operations_Manual.pdf)

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Communication 3466 and 3800 were advanced by our office last Wednesday, and I see that 3466 was approved by the Registrar on Friday & 3800 is in the Registrar's queue awaiting approval. As for Communication 3414 and the certificate, I sent these back to the School of Communication on Friday so that the contingencies can be addressed and the proposals resubmitted.

Best,  
Bernadette



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