

**From:** [Vankeerbergen, Bernadette](#)  
**To:** [Shuman, Amy](#); "[paynter.42@osu.edu](mailto:paynter.42@osu.edu)"  
**Cc:** [Bitters, Todd](#); [Wilson, Luke](#); [Heysel, Garrett](#)  
**Subject:** New First-Year Seminar "Representing Refugees: Displacement and Migration in Media and Popular Culture"  
**Date:** Friday, April 3, 2020 4:18:00 PM  
**Attachments:** [image001.png](#)

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Dear Amy and Eleanor,

On Monday of this week, the Arts and Humanities 2 Panel of the ASC Curriculum Committee reviewed your proposal for a new first-year seminar, "Representing Refugees: Displacement and Migration in Media and Popular Culture."

The Panel did not vote on the proposal as they would like the following points addressed first:

- The sample proposal leaves out many crucial aspects of a syllabus: for example,
  - What are the readings (provide at least examples of readings).
  - Flesh out the activities in the seminar.
  - Provide more information about the graded assignments. Is the whole grade based on the portfolio? Provide more information about the expectations for the portfolio.
  - Include grading information/criteria for the different assignments.
  - Is this seminar S/U or letter graded?
  - Include the standard statement on academic misconduct.
  - Include the standard statement about disability services.
- There is information about syllabus template here <https://asccas.osu.edu/curriculum/syllabus-elements>
- There are good examples of first-year syllabi here <https://firstyearseminars.osu.edu/syllabi>

Should you have any questions about this feedback, do not hesitate to contact Luke Wilson (faculty Chair of the Arts and Humanities 2; cc'd here), or me.

Please feel free to send a revised syllabus to me, and I will then submit it to the A&H2 Panel for approval.

Best,  
Bernadette



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