

From: [Oldroyd, Shelby Q.](#)
To: [Winstead, Karen](#); [Lowry, Debra](#)
Cc: [Crocetta, Alison](#); [Horn, David](#); [Vankeerbergen, Bernadette](#); [Heysel, Garrett](#)
Subject: English 2150, 2201, and 4520
Date: Wednesday, July 15, 2020 4:58:00 PM

Good afternoon,

On Friday, June 26, the ASC Curriculum Committee reviewed proposals to offer distance learning versions of English 2150, 2201, and 4520. Please find below the Committee's feedback for these courses.

- English 2150 – approved with one contingency and multiple recommendations:
 - Contingency: For most weeks, it is implied that the instructor is discussing material with the class. However, it is unclear how this will occur. How will direct instructional content be conveyed? How will content be delivered? How will discussions occur?
 - Recommendation: To help students understand how the weekly modules operate, the instructor might state the weekly deadline for work and indicate when the next module will open.
 - Recommendation: The title of the course is “Career Preparation for English and Related Majors”, but the syllabus uses the title “Career Preparation.” Given that there are other career preparation courses in the College, the department should use the official course title.
 - Recommendation: For several weeks there are speakers or panel discussions (e.g. weeks 5, 8, 13, 15), such as with an Undergraduate Studies Representative, Career Services Representative, Odyssey opportunities workshop, and OSU alums. It would be useful to include links to presentations and workshops in the syllabus.
 - Recommendation: Include a more thorough description of the weekly writing assignments to separate them from the more highly-valued assignments.
 - Recommendation: Many weeks there are class discussions described, but online participation is only worth 5% of the grade. The expectations for the class discussions should be clarified.
 - Recommendation: Include a list of all readings. Some are already included, while others are simply links or brief citations.
- English 2201 - approved with several recommendations:
 - Recommendations regarding assignment descriptions:
 - It may be helpful to move the assignment descriptions up on the syllabus to page 4 or 5.
 - Students may benefit from examples of writing assignments.
 - Are the weekly discussion questions posted and discussed in the recitation or are they answered in writing assignments? Clarify the discussion requirements.
 - On page 6 there is some ambiguity about substituting attendance at recitations with discussion posts. There's a colon that may be taken to suggest that you can either attend the recitation or the discussion. This should be clarified.
 - The Committee recommends including a reading list for each week and a brief indication of the written assignment with more details remaining on Carmen.
- English 4520 - approved with one recommendation:
 - The Committee recommends adding the course dates in the calendar.

I will return English 2150 to the department queue via curriculum.osu.edu in order to address the Committee's requests.

English 2201 and 4520 have already been advanced through the approval process. .

Should you have any questions about the feedback of the Committee, please feel free to contact Alison Crocetta (faculty Chair of the ASC Curriculum Committee; cc'd on this e-mail), or me.

Best wishes,
Shelby

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