

From: [Cody, Emily](#)
To: [Hewitt, Elizabeth](#)
Cc: [Romero, Eugenia](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Hilty, Michael](#); [Cody, Emily](#)
Subject: English 3304
Date: Friday, June 10, 2022 3:47:00 PM
Attachments: [image001.png](#)

Good afternoon, Beth —

On Thursday, May 12, the Arts and Humanities Panel 2 of the ASC Curriculum Committee reviewed the proposal for English 3304. Please find below the Panel's feedback for this proposal. {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.}

ENGLISH 3304 | Unanimously approved with **one (1) contingency** and *one (1) recommendation*

- **CONTINGENCY: The Panel requests clarification regarding direct instruction hours for the course. If the course is only meeting for 2 hours per week, what accounts for the remaining third credit hour? Modules? Discussion forums? A combination of the two (and/or other means)? Or was this a mistake in the syllabus, perhaps, and the course will actually meet for 80 minutes twice a week?**
- *RECOMMENDATION: The Panel strongly recommends that all graded assignments appear as a part of the graded breakdown portion of the course — including descriptions for ALL assignments (even smaller or miscellaneous ones) with detailed information about whether each will be done individually or as a group, and other necessary context. More specifically:*
 1. *How will participation be assessed?*
 2. *Where do modules, the cover letter, and the final project fit in to the assignment breakdown for the course?*

I will return English 3304 to the department queue via curriculum.osu.edu in order to address the Panel's requests.

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.

Curriculum and Assessment Assistant

ASC Curriculum and Assessment Services The College of Arts and Sciences

306 Dulles Hall, 230 Annie and John Glenn Ave., Columbus, OH 43210

614-247-9106 Office

cody.50@osu.edu / ascas.osu.edu

Pronouns: she/her/hers / Honorific: Dr.