

**From:** [Vankeerbergen, Bernadette](#)  
**To:** [Kwiek, Nicole](#); [Bowman, Michael](#); [Mercerhill, Jessica](#)  
**Cc:** [Steinmetz, Brad](#)  
**Subject:** Pharmacy 2367.01  
**Date:** Tuesday, October 6, 2020 4:19:00 PM  
**Attachments:** [image001.png](#)

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Dear Nicole, Jessica, and Michael,

On Wednesday, September 23, the Arts and Humanities Panel 1 of the ASC Curriculum Committee reviewed a request to offer Pharmacy 2367.01 (an existing course with GE Writing and Communication-Level 2) in hybrid format.

The panel did not vote on the request. Indeed, the proposal seemed to conflate hybrid and flex offerings. Thus, the panel wondered whether the proposal was submitted by mistake. Pp. 1 and 2 of the hybrid syllabus state the following:

This course will [be] delivered in a hybrid/flex format. In practical terms, this course remains primarily an in-person course for Autumn 2020. Course meetings will occur twice weekly at the assigned time and classroom. The classrooms will be sanitized, and all university requirements, including wearing face masks and social distancing, will be enforced. These course times will be used for lectures, individual and socially-distanced group activities, and writing exercises. However because of the uncertainty of the present circumstances, all lectures and activities will be recorded using Echo 360 and will be available asynchronously through Carmen using the relevant module pages. Additionally, all activities, assignments, discussions, and writing exercises will be turned in through Carmen. Students are free to make the choice of whether to attend the class in person or watch the class lecture and complete the activities on their own schedule; however, students must make sure that all assignments are turned in by the assignment due dates regardless of their class attendance

Flex offerings of courses are currently happening due to COVID 19. However, these are not permanent modes of delivery and these are also not submitted via curriculum.osu.edu. Indeed, the curriculum portal is only used for permanent requests. Furthermore, the hybrid delivery option in the system means that for everyone in the class, 50% or more of the content of the course will be delivered via distance learning: e.g., all students come to in-person class twice a week & one session per week is online for everyone.

Since the course had been submitted, the Panel decided to give some preliminary feedback about it in case the College of Pharmacy decides to alter the syllabus to turn it into a hybrid course

- o P. 4 of the syllabus indicates:

Attendance is highly recommended. You will get the most benefit out of the course if you attend the in-person sections whenever possible. However, you will not be penalized if you choose to watch the lecture material online. Poor attendance either in class or asynchronously online can adversely affect your understanding of and ability to complete assignments and will affect your discussion and communication participation grade.

What is asynchronous attendance?

- P. 7: Tentative schedule is pretty barebone: e.g., it does not include readings. Also, for a hybrid course it would likely indicate which sessions are in-person and which ones are online.
- P. 8: There are two disability statements. Kellie Brennan is no longer the Title IX coordinator.
- The technical review sheet indicates that the privacy policy for Echo 360 should be added. Has this been done? The panel could not find it.
- The technical review sheet also indicates that accessibility information for CarmenCanvas should be included. However, that has not been done. A link to Desire2Learn, not CarmenCanvas, is included--and it leads to an error page on D2L.

In a minute, I will return the course request via curriculum.osu.edu to enable the College of Pharmacy to decide what the best next steps are.

Should you have any questions about the feedback of the panel, please do not hesitate to contact Brad Steinmetz (faculty chair of the A&H1 Panel; cc'd here), or me.

Best,  
Bernadette



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