

**From:** [Hilty, Michael](#)  
**To:** [Liu, Morgan](#)  
**Cc:** [Steinmetz, Brad](#); [Haddad, Deborah](#); [Vankeerbergen, Bernadette](#); [Oldroyd, Shelby O.](#)  
**Subject:** Hindi 1101 and 1103 and Hebrew 1101.01 and 1103.01  
**Date:** Thursday, January 28, 2021 12:49:00 PM  
**Attachments:** [image001.png](#)

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Dear Professor Liu,

On Wednesday, January 20<sup>th</sup>, the Arts and Humanities 1 Panel of the ASC Curriculum Committee reviewed course change proposals for Hindi 1101 and 1103 and Hebrew 1101.01 and 1103.01.

Please find below the Panel's feedback for these courses.

- Hindi 1101 (course change) approved with two contingencies and four recommendations:
  - Contingency: The GE language currently in use is outdated within the syllabus. Please update the language to reflect the language of the current GE.
  - Contingency: It is required to have a statement explaining how the course satisfies the GE ELOs. Please add this to the course after the GE Goals and ELOs.
  - Recommendation: The current grading system seems confusing to the Panel. They recommend eliminating the point totals and utilize the percentages provided instead.
  - Recommendation: On page 2 within the syllabi, under the section "Mode of delivery", the second sentence is confusing and does not make sense. The Panel suggests rewording this sentence.
  - Recommendation: The syllabus currently has language regarding the use of Turkish throughout. It is recommended that this be updated to reflect the course material being administrated.
  - Recommendation: Currently, the Academic Misconduct statement found in the ASC Operations manual is the standard language that must be included within ASC course syllabi and differs from the language provided in both the ASCTech and ODEE templates. The Panel recommends including the ASC Academic Misconduct statement within your section regarding Academic Misconduct to be compliant with these standards.
  
- Hindi 1103 (course change) approved with two contingencies and four recommendations:
  - Contingency: The GE language currently in use is outdated within the syllabus. Please update the language to reflect the language of the current GE.
  - Contingency: It is required to have a statement explaining how the course satisfies the GE ELOs. Please add this to the course after the GE Goals and ELOs.
  - Recommendation: The current grading system seems confusing to the Panel. They recommend eliminating the point totals and utilize the percentages provided instead.
  - Recommendation: The syllabus currently has language regarding the use of Turkish throughout. It is recommended that this be updated to reflect the course material being administrated.
  - Recommendation: Currently, the Academic Misconduct statement found in the ASC Operations manual is the standard language that must be included within ASC course syllabi and differs from the language provided in both the ASCTech and ODEE templates. The Panel recommends including the ASC Academic Misconduct statement within your section regarding Academic Misconduct to be compliant with these standards.
  - Recommendation: On page 2 within the syllabi, under the section "Mode of delivery", the second sentence is confusing and does not make sense. The Panel suggests rewording this sentence.
  
- Hebrew 1101.01 (course change) and Hebrew 1103.01 (course change) approved with two contingencies and two recommendations:
  - Contingency: The syllabi, under the GE section, do not contain the required language about how the courses satisfy the GE ELOs. Please add this language to the syllabi.

Contingency: The syllabi do not currently list out specifics regarding assignments and what they entail. Please add more information within the syllabi regarding assignments, such as information about the final exam, recordings/presentations, weekly quizzes, etc.

- Recommendation: Under the “Mode of delivery” section on page 2 of the syllabi, it mentions, “there are four required sessions”. The Panel suggests changing that language to “there are four required sessions weekly” as they feel as the current wording suggests to students that they would only need to log in to a synchronous Zoom classroom four (4) times the entire semester.
- Recommendation: Under the Credit Hours and work expectations section on page 2 of the syllabi, it is mentioned that this is a four (4) credit hour course yet requires six (6) hours of out-of-classroom work. For a four (4) credit hour course, it is expected that there be eight (8) hours of out-of-classroom work under Ohio State bylaws on instruction. The Panel recommends this be changed within the syllabus to eight (8) hours of out-of-classroom work.

I will return Hindi 1101 and 1103 and Hebrew 1101.01 and 1103.01 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 Brad Steinmetz (faculty Chair of the A&H 1 Panel; cc’d on this e-mail), or me.

Best wishes,  
Michael



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Pronouns: he/him/his