

From: [Hilty, Michael](#)
To: [Winstead, Karen](#); [Lowry, Debra](#)
Cc: [Vankeerbergen, Bernadette](#); [Steinmetz, Brad](#)
Subject: English 3021, 3360, 3395, and 3369
Date: Monday, May 3, 2021 1:27:00 PM
Attachments: [image001.png](#)
[English 3021, 3360, 3395 and 3369 - Panel feedback document.docx](#)

Dear Karen and Deb,

On Wednesday, April 21st, the Arts and Humanities 1 Panel of the ASC Curriculum Committee reviewed a new course proposal for English 3021, 3360, 3395, and 3369.

All of the above courses were unanimously approved by the Panel with contingencies and recommendations. For your convenience, I am cutting/pasting the feedback underneath my email as well attaching it as a separate Word document.

I will return English 3021, 3360, 3395 and 3369 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&H1 Panel; cc'd on this e-mail), or me.

Best,
Michael



Michael Hilty

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Pronouns: he/him/his

- English 3021 (new course) approved with one contingency and three recommendations:
 - **Contingency:** The Panel requests the amount of contact hours (both the hours and the amount of time this course meets per week) be included on the syllabus, so they are able to evaluate the hours and ensure they meet the requirements for a 3 credit-hour course.
 - **Recommendation:** On page 4 of the syllabus, under the "Academic integrity policy" section, the link to the Student Code of Conduct is missing. The link (and the rest of the language) can be found on the ASC Curriculum and Assessment Services website at <https://ascas.osu.edu/curriculum/syllabus-elements>.
 - **Recommendation:** The course objectives and ELOs are not clear on page 2 of the syllabus. The Panel recommends listing out the course ELOs/objectives for students to be able to find them easily. Additionally, the Panel would like to see the new GE language within the course syllabus.
 - **Recommendation:** On page 4 of the syllabus, the text seems to run off the bottom of the page. The Panel suggests fixing this formatting issue before students view the

syllabus.

- English 3360 (new course) approved with two contingencies and one recommendation:
 - **Contingency:** The Panel requests the amount of contact hours (both the hours and the amount of time this course meets per week) be included on the syllabus, so they are able to evaluate the hours and ensure they meet the requirements for a 3 credit-hour course.
 - **Contingency:** On page 4 of the syllabus, under the “Grading” section, there are points assigned for “Exams” (a midterm and a final). The Panel would like to see more information about these exams, including potential content and format of the exams.
 - **Recommendation:** The Panel recommends adding the total number of credit hours of the course to the syllabus.
- English 3395 (new course) approved with three contingencies and one recommendation:
 - **Contingency:** The Panel requests the amount of contact hours (both the hours and the amount of time this course meets per week) be included on the syllabus, so they are able to evaluate the hours and ensure they meet the requirements for a 3 credit-hour course.
 - **Contingency:** An outdated version of the disability statement is used on page 7 of the syllabus. Please utilize the current disability services statement, which can be found on the ASC Curriculum and Assessment Services website at <https://ascas.osu.edu/curriculum/syllabus-elements>.
 - **Contingency:** The Panel requests that more information be provided about the assignments (as currently found on pages 5 and 6 of the syllabus), including information regarding the research projects, final paper, and the 3 reading quizzes.
 - **Recommendation:** The Panel recommends adding the total number of credit hours of the course to the syllabus.
- English 3369 (new course) approved with five contingencies and two recommendations:
 - **Contingency:** The Panel requests that the department seek a concurrence from Film Studies.
 - **Contingency:** The Panel requests that the GE language for the requested GE Themes be included within the course syllabus.
 - **Contingency:** On page 2 of the syllabus, under “Logistics”, there is mention that Attendance and Participation is 25% of a student’s grade. However, the Panel could not find an explicit attendance policy or information on student expectations for this portion of the grade and they ask that this be further explained.
 - **Contingency:** On page 2 of the syllabus, under “Logistics”, there is mention that the 3 exams (2 midterms and a final) constitute 75% of the student’s grade. However, on page 4 of the syllabus, there is mention of a Pop Culture & Wellness Group Research project. The Panel requests that this assignment be further explained and asks whether or not students are graded on this assignment.
 - **Contingency:** On pages 3 and 4 of the syllabus, there is a course schedule. However, the Panel feels it lacks key details including topics to be covered, readings/screenings, and due dates for major assignments/exams. The Panel requests that these details be added to the schedule
 - **Recommendation:** The Panel recommends that the total credit hours be added to the course syllabus.
 - **Recommendation:** The title of the course in curriculum.osu.edu is Technology, Digital Culture, & Narratives of Wellness. However, on the syllabus, the course title is Millennial Culture & Wellness. The Panel asks the department to consider what course title they would like for this course.