

- 1) English 3121 (new course) (also requesting new GE Themes: Citizenship for a Diverse and Just World; Lived Environments; and Sustainability)
- *The Panel noticed that the instructor planned on using the Secure Media Library for this course and would like to let the department know that the Secure Media Library will become defunct beginning AU21.*
 - *The Panel suggests adding a line in the syllabus letting students know that they have options for free student trials or student discount rates for subscription services such as Netflix, Hulu, Amazon Prime, etc.*
 - *The Panel asks that the instructor use their official Ohio State email account and not a personal email account for contact purposes, as to stay compliant with Ohio State's data policies.*
 - *The Panel recommends separate the total grades for exams into individual exam percentages.*