

**From:** [Hilty, Michael](#)  
**To:** [Banks, Eva-Marie](#); [Hedgecoth, David](#); [Leasure, Timothy](#)  
**Cc:** [Steinmetz, Brad](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Cody, Emily](#)  
**Subject:** Music 2262.03 and 8886  
**Date:** Thursday, November 18, 2021 12:28:00 PM  
**Attachments:** [image001.png](#)

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Good morning,

On Thursday, November 4<sup>th</sup>, the Arts and Humanities 1 Panel of the ASC Curriculum Committee reviewed course change proposals for Music 2262.03 and 8886. Please see the Panel's feedback below:

Music 2262.03 was unanimously approved with two contingencies and one recommendation:

- **Contingency:** The Panel requests that the number of credit hours be added to the course syllabus.
- **Contingency:** The Panel requests that additional information be provided surrounding all course assignments within the course syllabus.
- **Recommendation:** The Panel recommends utilizing the most up-to-date Title IX statement, which can be found on the ASC Curriculum and Assessment Services website at: <https://ascas.osu.edu/curriculum/syllabus-elements>

Music 8886 was not voted on as the Panel would like the following points addressed:

- The Panel requests that the department provide a second syllabus for when the course is offered, as this course now appears to be a topics-style course. This is a requirement of the College of Arts and Sciences.
- The Panel asks that the course description paragraph be broken down into individual sections that detail course assignments and to also add additional clarity to the requirements for course assignments.
- The Panel was unable to make a determination of contact hours, and requests that frequency and duration of course sessions per week is added to the course syllabus.
- The Panel requests that the Academic Misconduct statement be the most up-to-date version, which can be found on the ASC Curriculum and Assessment Services website at: <https://ascas.osu.edu/curriculum/syllabus-elements>.
- The Panel recommends utilizing the most up-to-date Title IX statement, which can be found on the ASC Curriculum and Assessment Services website at: <https://ascas.osu.edu/curriculum/syllabus-elements>
- The Panel requests that the course grade of "F" be removed from the grading scale, as The Ohio State University does not award the letter grade of F. Additionally, they strongly recommend utilizing quantifiable numbers for the grading scale to correlate to performance goals such as "Excellent" so students can get a sense of where they stand within the course.

I will return both Music 2262.03 and 8886 to the School's queue via curriculum.osu.edu in order to address the Panel's feedback.

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



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