

**From:** [Hilty, Michael](#)  
**To:** [Banks, Eva-Marie](#); [Hedgecoth, David](#)  
**Cc:** [Steinmetz, Brad](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Cody, Emily](#)  
**Subject:** Re: Music 2262.03 and 8886  
**Date:** Monday, December 13, 2021 11:15:33 AM  
**Attachments:** [image001.png](#)  
[Outlook-5vblukkl.png](#)  
[Outlook-vkqwxffv.png](#)  
[Outlook-iuph2mdb.png](#)  
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Good morning,

Brad Steinmetz, faculty Chair of the Arts and Humanities 1 Panel of the ASCC, has reviewed the revision to Music 2262.03. Ultimately, he has determined that not all of the Panel's contingencies have been satisfied and requests the following points be addressed in a revision:

- He thanks the School of Music for their revisions but did not find further information on the Final Examination Project and respectfully requests that more information be provided about the Final Examination Project in the course syllabus.

I will return Music 2262.03 to the School's queue via curriculum.osu.edu in order to address the Panel's remaining concerns.

Should you have any questions, please do not hesitate to reach out.

Best,  
Michael



**Michael Hilty**

Curriculum and Assessment Assistant

**ASC Curriculum and Assessment Services** The College of Arts and Sciences

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Pronouns: he/him/his, they/them/theirs / Honorific: Mr.

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**BLACK LIVES MATTER**

**STOP AAPI HATE**

DACA/undocumented ally



*I acknowledge that the land that The Ohio State University occupies is the ancestral and contemporary territory of the Shawnee, Potawatomi, Delaware, Miami, Peoria, Seneca, Wyandotte, Ojibwe and Cherokee peoples. Specifically, the university resides on land ceded in the 1795 Treaty of Greeneville and the forced removal of tribes through the Indian Removal Act of 1830. I honor the resiliency of these tribal nations and recognize the historical contexts that has and continues to affect the*

**From:** Hilty, Michael

**Sent:** Thursday, November 18, 2021 12:28 PM

**To:** Banks, Eva-Marie <banks.76@osu.edu>; Hedgecoth, David <hedgecoth.1@osu.edu>; Leasure, Timothy <leasure.13@osu.edu>

**Cc:** Steinmetz, Brad <steinmetz.25@osu.edu>; Vankeerbergen, Bernadette <vankeerbergen.1@osu.edu>; Steele, Rachel <steele.682@osu.edu>; Cody, Emily <cody.50@osu.edu>

**Subject:** Music 2262.03 and 8886

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



**Michael Hilty**

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