

From: [Cody, Emily](#)
To: [Xiao, Ningchuan](#)
Cc: [Coleman, Mathew](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Hilty, Michael](#); [Cody, Emily](#)
Subject: Geography 6222, 6223, 6226, & 6286
Date: Friday, December 3, 2021 2:09:00 PM
Attachments: [image001.png](#)

Good afternoon,

On Thursday, November 18, the Social and Behavioral Sciences Panel of the ASC Curriculum Committee reviewed the course proposals for Geography 6222, 6223, 6226, & 6286. Please find below the Panel's feedback for these courses. {N.B. **Contingencies (bolded)** require revision and resubmission to the Panel chair, while *recommendations (italicized)* or comments are suggestions from the Panel that an instructor can implement at their discretion when the course is taught.}

1. GEOGRAPHY 6222 | Unanimously approved with **four (4) contingencies** and *five (5) recommendations*
 - **Contingency:** The Panel requests that the course calendar outline benchmarks and expectations for students on a day-by-day basis (rather than weekly), including specific due dates for any assignments.
 - **Contingency:** The Panel requires that specific page-range counts are included on the syllabus for each assigned reading.
 - **Contingency:** The Panel asks that the department clarify how frequently the course will meet (e.g., two 80-minute sessions vs. three 55-minute sessions per week)
 - **Contingency:** The Panel asks for expanded descriptions in the syllabus of what the various course assignments will entail.
 - *Recommendation:* The Panel recommends reaching out to ASC Accessibility to see if the technological tools for this course have gone through disability assessment (and if not, then request an exception).
 - *Recommendation:* The Panel recommends adding a note in the syllabus that this course is worth 3 credit hours.
 - *Recommendation:* The Panel recommends that the department include the most up-to-date version of the Title IX statement, which can be found here: <https://ascas.osu.edu/curriculum/syllabus-elements>
 - *Recommendation:* The Panel suggests removing references to GE course information since this does not apply to graduate students.
 - *Recommendation:* The Panel suggests removing "recommended" from the mental health and Title IX statements to avoid an inadvertently cavalier tone.

2. GEOGRAPHY 6223 | Unanimously approved with **five (5) contingencies** and *four (4) recommendations*
 - **Contingency:** The Panel requests that the course calendar outline benchmarks and expectations for students on a day-by-day basis (rather than weekly), including specific due dates for any assignments.

- **Contingency:** The Panel requires that specific page-range counts are included on the syllabus for each assigned reading.
- **Contingency:** The Panel asks that the department clarify how frequently the course will meet (e.g., two 80-minute sessions vs. three 55-minute sessions per week)
- **Contingency:** The Panel asks for expanded descriptions in the syllabus of what the various course assignments will entail.
- **Contingency:** The Panel requests further detail regarding the expectations for the **4-times-weekly discussion posts.**
- *Recommendation:* The Panel recommends reaching out to ASC Accessibility to see if the technological tools for this course have gone through disability assessment (and if not, then request an exception).
- *Recommendation:* The Panel recommends adding a note in the syllabus that this course is worth 3 credit hours.
- *Recommendation:* The Panel recommends that the department include the most up-to-date version of the Title IX statement, which can be found here: <https://asccas.osu.edu/curriculum/syllabus-elements>
- *Recommendation:* The Panel suggests removing references to GE course information since this does not apply to graduate students.

3. GEOGRAPHY 6226 | Unanimously approved with **six (6) contingencies**

- **Contingency:** The Panel asks that the course adopt the required ASC distance learning syllabus template in its entirety, available here: <https://asccas.osu.edu/curriculum/distance-courses>
- **Contingency:** The Panel requests that the course schedule account for all 14 weeks of the term; at present, only 13 weeks are fully accounted for in the syllabus.
- **Contingency:** The Panel requests that the course schedule include a bibliography with page numbers for all assigned readings so students can know the more specific distribution of the workload.
- **Contingency:** The Panel asks that the department include the most up-to-date version of the University's disability services statement, which can be found here: <https://asccas.osu.edu/curriculum/syllabus-elements>
- **Contingency:** The Panel asks for clarification re: the language surrounding the delivery format of the course (found on page 2 of the syllabus). Does this DL course also have an in-person component via the labs, or will labs take place entirely online?
- **Contingency:** The Panel expressed concern about ensuring the viability and accessibility of the geography software, and asks that the department reach out to ASC Accessibility to see if the technological tools for this course have gone through disability assessment (and if not, then request an exception).

4. GEOGRAPHY 6286 | Unanimously approved with **five (5) contingencies** and *five (5) recommendations*

- **Contingency:** The Panel requests that the course calendar outline benchmarks and expectations for students on a day-by-day basis (rather than weekly), including specific due dates for any assignments.
- **Contingency:** The Panel requires that specific page-range counts are included on the syllabus for each assigned reading.
- **Contingency:** The Panel asks that the department clarify how frequently the course will meet (e.g., two 80-minute sessions vs. three 55-minute sessions per week)
- **Contingency:** The Panel asks for expanded descriptions in the syllabus of what the various course assignments will entail.
- **Contingency:** The Panel requests that the syllabus clarify how and where students will compose and submit quizzes – whether on Carmen, or in another format.
 - *Recommendation:* The Panel recommends reaching out to ASC Accessibility to see if the technological tools for this course have gone through disability assessment (and if not, then request an exception).
 - *Recommendation:* The Panel recommends adding a note in the syllabus that this course is worth 3 credit hours.
- *Recommendation:* The Panel recommends that the department include the most up-to-date version of the Title IX statement, which can be found here: <https://ascas.osu.edu/curriculum/syllabus-elements>
- *Recommendation:* The Panel suggests removing references to GE course information since this does not apply to graduate students.
- *Recommendation:* The Panel suggests removing “recommended” from the mental health and Title IX statements to avoid an inadvertently cavalier tone.

I will return Geography 6222, 6223, 6226, & 6286 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 Mat Coleman (faculty Chair of the SBS Panel; cc’d on this e-mail) or me.

Best,
Emily



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