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Cc: [Coleman, Mathew](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Hilty, Michael](#); [Cody, Emily](#)
Subject: SHS 5785 & 8936
Date: Friday, December 3, 2021 2:21:00 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 SHS 5785 & 8936. 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. SHS 5785 | Unanimously approved with **five (5) contingencies** and *one (1) recommendation*
 - **Contingency:** The Panel requests that page 2 of the syllabus be amended to reflect the fact that there are both required synchronous log-in times as well as lectures posted online that students must watch asynchronously.
 - **Contingency:** The Panel asks 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 requests that the syllabus clarify how and where students will compose and submit quizzes – whether on Carmen, or in another format.
 - **Contingency:** Online versions of courses need to be equivalent in content to their in-person counterparts. In this regard, the Panel has questions about the relative difficulty of the two versions of the class; the in-person format seems directed toward MA/PhD students, while the online proposal seems more appropriate for undergraduate students. The Panel asks that the department provide a statement to account for this apparent disparity.
 - *Recommendation:* On page 8 of the syllabus, the midterm and final exams are described as asynchronous, but will they be delivered using a lockdown browser? Also, do students have the full 12 hours to complete the exam, or only a specified amount of time within that 12-hour window to finish? As the instructor finalizes the exam parameters, the Panel suggests considering the ways students taking an exam at different times during a 12-hour period might potentially undermine the effectiveness of a lockdown browser.

2. SHS 8936 | Unanimously approved with **three (3) contingencies**, *two (2) recommendations*, and one (1) comment
 - **Contingency:** The course schedule needs to account for all 14 weeks of the term; at present, only 12 weeks are fully accounted for in the syllabus.
 - **Contingency:** Integrity statements for each individual assignment are a

requirement for online syllabi; the Panel requests that these statements be added to each assignment in the syllabus so that it is clear that students should and must work on their own.

- **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>
- *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 revising the course assignment points chart (found on page 6 of the syllabus), which currently gives students a bonus 30 points as totaled.
- *Comment:* Why does the form in curriculum.osu.edu say that the course does not meet on campus? DL classes technically meet "on" campus even though delivered online.

I will return SHS 5785 & 8936 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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