

Subject: Sociology 4629
Date: Wednesday, December 15, 2021 at 7:26:21 PM Eastern Standard Time
From: Cody, Emily
To: Downey, Douglas
CC: Coleman, Mathew, Vankeerbergen, Bernadette, Steele, Rachel, Hilty, Michael, Cody, Emily
Attachments: image001.png

Good evening,

On Thursday, December 2, the Social and Behavioral Sciences Panel of the ASC Curriculum Committee reviewed the course proposal for Sociology 4629. Please find below the Panel's feedback for the course. {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.}

SOCIOLOGY 4629 | Unanimously approved with **five (5) contingencies** and *six (6) recommendations*

- **Contingency:** The Panel is unclear how the course will account for the additional credit hour in the proposed increase from 3 to 4 credit hours. There will need to be an increase in contact hours. It is also unclear how the course for 4 credits will be different from the course for 3 credits (in terms of content, assignments, etc.). Please make clear in the syllabus where, when, and how students will earn this extra time.
- **Contingency:** The Panel notes that pop quizzes currently are not built into the course point structure; these points should be formally included in the assignment breakdown so that students understand the way that they earn credit for all components of the class.
- **Contingency:** The Panel asks for clarification around the course absence policy; the policy should be predictable and consistent, clearly articulating the way it will impact a student's grade after a certain point.
- **Contingency:** The course schedule should be amended to include the page-range amounts required for each assigned reading.
- **Contingency:** The new syllabus should be renumbered 4629 (not 5629) throughout the document.
- *Recommendation:* The Panel notes that the syllabus should include all of the correct and complete goals and ELOs for the Health and Well-Being theme – as well as a small narrative description of how the class intends to meet these ELOs. The Themes Panel will send this back to the department as a contingency because the full listing of the goals and ELOs as well as the explanatory paragraph is a required syllabus item; the Panel strongly recommends that the department make these revisions prior to review at the Themes Panel. The complete list of goals and ELOs are available here: <https://oaa.osu.edu/ohio-state-ge-program>
- *Recommendation:* The Panel recommends that language around assignments be as clear and consistent as possible throughout the syllabus. Using "assessment," "project," and "assignment" interchangeably could prove confusing for students; terminology like "exam," "homework," and "participation" would more clearly distinguish the specific types of work required for the course.

- *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 D- grade should be removed from the grading scale, as OSU does not formally award this mark.*
- *Recommendation: The Panel recommends removing the mention of graduate students on page 4 and 5 of the syllabus.*
- *Recommendation: On page 5 of the syllabus, the Panel suggests inserting the updated prerequisites listed on the curriculum.osu.edu form.*

I will return Sociology 4629 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



Emily K. Cody, Ph.D.

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