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**To:** [Heikes, Jacklyn C.](#); [Blacker, Noah](#); "[soland.1@osu.edu](mailto:soland.1@osu.edu)"  
**Cc:** [Putikka, William](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Cody, Emily](#)  
**Subject:** History 4675 and 2015  
**Date:** Wednesday, December 15, 2021 1:38:00 PM  
**Attachments:** [image001.png](#)

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Good afternoon,

On Monday, December 6<sup>th</sup>, the Assessment Panel of the ASC Curriculum Committee reviewed distance learning proposals for History 4675 and 2015. As a reminder, in order to receive full approval, please provide a revision that addresses all of the Panel's contingencies as outlined below. The Panel's recommendations can be implemented by the course instructor at the time of instruction and do not need to be made at this time to receive full approval. Please see the Panel's feedback below:

History 4675 unanimously approved with two contingencies and one recommendation:

- **Contingency:** On page 6 of the course syllabus, the Panel requests clarification under the Discussion and Participation section, as currently, it mentions that this is worth 10% of the final grade but with possibilities to reduce a student's grade to a B- (which would be approximately 17-20% of a student's grade, depending on the percentage based on the grading scale).
- **Contingency:** On page 11 of the course syllabus, it states that you must complete all assignments and pass the Final Essay with at least a 62. The Panel requests that this be clarified, as it appears to imply that students will need to complete all course assignments in order to pass the class and missing an assignment results in a letter grade of E.
- **Recommendation:** On page 2 of the syllabus, the Panel strongly recommends removing the GE language section, as this course does not satisfy any GE requirements and could potentially cause confusion amongst students reading the syllabus.

History 2015 was not voted on as the Panel would like the following feedback items addressed:

- The Panel requests more information surrounding the lecture videos that appear to supplement the written, provided lectures. What material will be provided within the video lectures that will not be provided within the written lectures and how do the video lectures intertwine with the written lectures?
- The Panel asks for further clarification around the discussion board assignment and asks for expectations to be laid out. In their current form, it is unclear if students will be required to interact with each other, what they can expect to do for each discussion board and how the discussion boards facilitate student-to-student interaction within this online course.
- Please insert the GE Goals, ELOs and a statement explaining how the course expects to satisfy the GE ELOs for the GE Foundation: Historical and Cultural Studies, as this is a requirement for GE courses within the College of Arts and Sciences. The GE Goals and ELOs for the GE Foundations can be found on the Office of Academic Affairs website at: <https://oaa.osu.edu/ohio-state-ge-program>.
- On page 3 of the syllabus, under Credit Hour and Work Expectations, there is mention that for a 3 credit hour course, a student should be expected to work 6 hours out-of-class to receive a grade of C. This is accurate for a 14-week semester, but not for an 8-week course and therefore the Panel asks that this number be scaled up appropriately.
- The Panel recommends providing information on how the quizzes and exams for the course are submitted since the course is asynchronous in nature and students may not know how they are to take these quizzes/exams.

I will return History 4675 and 2015 to the departmental queue via [curriculum.osu.edu](http://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 Bill Putikka (acting faculty Chair of the Assessment Panel; cc'd on this e-mail), or me.

Best,  
Michael



**Michael Hilty**

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