

**From:** [Hilty, Michael](#)  
**To:** [Pace, Lauren K.](#); [Savage, Shari](#)  
**Cc:** [Staley, David](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Cody, Emily](#)  
**Subject:** Art Education 6998, 7000.30, 7200.30, 7606, and 7607  
**Date:** Tuesday, February 22, 2022 11:00:00 AM  
**Attachments:** [image001.png](#)  
[Feedback from Arts and Humanities 1 Panel.docx](#)

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Good morning,

On Monday, February 14<sup>th</sup>, the Arts and Humanities 1 Panel of the ASC Curriculum Committee reviewed distance learning requests for Art Education 6998, 7000.30, 7200.30, 7606, and 7607. Please see the Panel's feedback below:

Please see the attached Word document for the Panel's feedback of the reviewed courses. For your convenience, the feedback will be copy-and-pasted below this email as well.

I will return Art Education 7000.30 and 7606 to the departmental queue to address the Panel's contingencies while Art Education 6998, 7200.30 and 7607 will continue through the approval process.

Should you have any questions, please do not hesitate to reach out to David Staley, faculty Chair of the Arts and Humanities 1 Panel, or myself.

Best,  
Michael



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

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Art Education 6998 was unanimously approved with one recommendation:

- **Recommendation:** The Panel recommends clarifying the assignment grading breakdown on page 5 of the course syllabus to include all the assignments in the course calendar, such as the check-in quizzes.

Art Education 7000.30 was unanimously approved with one contingency and two recommendations:

- **Contingency:** The Panel asks that the contact hours for the course be scaled up, as the provided 6-week syllabus appears to be utilizing the contact hours for a standard 14-week course. For a six week, three credit hour course, students should expect to spend around 6.25 hours per week on direct instruction and 12.5 hours of out-of-classroom instruction.
- **Recommendation:** The Panel strongly recommends implementing the advice from ASC ODE in the initial distance learning review, as they agree that it would make the course syllabus

- stronger and more appealing to students by utilizing currently known best-practices:
- On page 1, it lists this as being a 2 credit hour course. However, this course is approved as a 3-credit hour course, so it is recommended this be updated.
  - The distance approval cover sheet mentions lecture videos but the course syllabus does not. It is recommended that these be included as expectations for students within the course syllabus.
  - On page 10 of the syllabus, there is a mention of quizzes and exams, yet they do not appear to be assignments in the course. It is recommended this reference be removed for sake of clarity.
- **Recommendation:** The Panel recommends updating the Title IX statement to 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>.

Art Education 7200.30 was unanimously approved with two recommendations:

- **Recommendation:** The Panel strongly recommends implementing the advice from ASC ODE in the initial distance learning review, as they agree that it would make the course syllabus stronger and more appealing to students by utilizing currently known best-practices:
  - The syllabus does not include the “How this Online Course Works” section of the distance-learning template (which can be found here: <https://ascode.osu.edu/distance-learning-curriculum/dl-course-review-process-and-required-documents>), which is recommended as it allows for clarification of whether or not this course will be taught synchronously or asynchronously.
- **Recommendation:** The Panel recommends updating the disability statement and Title IX statement to 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>.

Art Education 7606 was unanimously approved with one contingency and two recommendations:

- **Contingency:** The Panel asks that the contact hours for the course be scaled up, as the provided 6-week syllabus appears to be utilizing the contact hours for a standard 14-week course. For a six week, three credit hour course, students should expect to spend around 6.25 hours per week on direct instruction and 12.5 hours of out-of-classroom instruction.
- **Recommendation:** The Panel strongly recommends implementing the advice from ASC ODE in the initial distance learning review, as they agree that it would make the course syllabus stronger and more appealing to students by utilizing currently known best-practices:
  - It is recommended to update the grading scale to include the full range for each letter grade.
  - Please remove the reference to undergraduate advising on page 8 of the syllabus, as this is a graduate-only course.
  - The assignment breakdown on page 5 references 5 weekly assignments but the course calendar shows 6 weekly assignments and therefore it is recommended to clarify how many assignments students can expect to complete.
- **Recommendation:** The Panel recommends further breaking down the weekly calendar to include, more explicitly, what will be covered and read during the weeks.

Art Education 7607 was unanimously approved with two recommendations:

- **Recommendation:** The Panel strongly recommends implementing the advice from ASC ODE in the initial distance learning review, as they agree that it would make the course syllabus stronger and more appealing to students by utilizing currently known best-practices:
  - It is highly recommended to utilize the required distance learning syllabus template. It can be found on the ASC ODE website at: <https://ascode.osu.edu/distance-learning-curriculum/dl-course-review-process-and-required-documents>.
  - It is recommended to clarify the expectations of the weekly discussion posts, as they constitute 1/3 of the course grade.
- **Recommendation:** The Panel recommends updating the Title IX statement to 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>.