

**From:** [Steele, Rachel](#)  
**To:** [Clark, Jennifer J.](#); [Dunham-Borst, Judith](#)  
**Cc:** [Fletcher, Richard](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Hilty, Michael](#)  
**Subject:** City and Regional Planning 3510  
**Date:** Monday, May 2, 2022 11:21:45 PM  
**Attachments:** [image001.png](#)  
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Good evening,

On April 13<sup>th</sup>, the Race, Ethnicity and Gender Diversity Panel of the ASC Curriculum Committee reviewed a course proposal for City and Regional Planning 3510

The Panel unanimously approved the request with 5 recommendations (see below.) As a reminder, recommendations do not require a re-submission or further action at this time; rather, recommendations can be implemented when the class is next taught.

1. *Recommendation:* The Panel recommends that the department consider the addition of a subtitle and/or change the title of the course, as they believe the current title plays into stereotypes about marginalized communities and does not do justice to the excellent quality of the course and the nuance with which it treats the subject matter.
2. *Recommendation:* The Panel recommends that the department add more descriptive language and REGD terminology to the class titles/subjects so that students better understand the focus of the course, as terms like “broken windows” may be unfamiliar to students.
3. *Recommendation:* The Panel recommends that the department remove all references to the course being delivered in a hybrid format (syllabus pg. 4 under “Attendance and Participation”), as the course request is for an in-person course.
4. *Recommendation:* The Panel kindly reminds the department that there is no standard grading scale or letter grade scheme at OSU and recommends that the phrase “Letter grades are assigned based on a standard scheme” be amended to read “Letter grades are assigned based on the following scheme” or similar (pg. 6 under “Criteria for Evaluation or Grading”).
5. *Recommendation:* The Panel notes that the percentages assigned to the various assignments (syllabus pg. 6 under “Criteria for Evaluation or Grading”) do not add up to 100%, but rather 95%. The Panel recommends adjusting these percentages.

CRP 3510 will continue through the approval process.

Should you have any questions about the feedback of the Panel, please feel free to contact Richard Fletcher (faculty Chair of the REGD Panel; cc’d on this e-mail), or me.

Best,  
Rachel



**Rachel Steele, MA**

(Pronouns: she/her/hers / Honorific: Ms.)

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