

**From:** [Hilty, Michael](#)  
**To:** [Wenning, Alex](#); [Babcock, Jennie](#)  
**Cc:** [Putikka, Bill](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Cody, Emily](#)  
**Subject:** Social Work 5004, 5005, and 5030  
**Date:** Tuesday, September 6, 2022 1:29:00 PM  
**Attachments:** [image001.png](#)

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Good afternoon,

On Tuesday, August 30<sup>th</sup>, the Themes 2 Panel of the ASC Curriculum Committee reviewed new GEN Theme proposals for Social Work 5004, 5005, and 5030. Please see below for the Panel's feedback.

Social Work 5004 was unanimously approved with three recommendations. As a reminder, the Panel's recommendations require no further action at this time and can be implemented when the course is next taught.

- **Recommendation:** The reviewing faculty kindly recommend, under the Disability Services section on page 5 of the course syllabus, that it be clarified who can utilize the services of Kelly Bonice, especially given that this course will be a part of the General Education program and taken by students across the entire University.
- **Recommendation:** The reviewing faculty kindly recommend, under the Required Readings section on page 8 of the course syllabus, that it be clarified for students where they can obtain and/or purchase the required text.
- **Recommendation:** The reviewing faculty kindly recommend, under the Grading Scale section on page 9 of the course syllabus, removing the language of following the OSU standard grading scheme. The Ohio State University does not have a standardized grading scheme and faculty/instructors are free to select a grading scale that best suits the needs of their course.

Social Work 5005 was unanimously approved with two contingencies. As a reminder, the Panel's contingencies must be satisfied in a revision submitted via curriculum.osu.edu in order to be fully approved.

- **Contingency:** The reviewing faculty kindly request that a full bibliography of course readings be provided within the course syllabus. This will allow the reviewing faculty to help assess whether this course meets the criteria to be an advanced study course within the Theme category.
- **Contingency:** The reviewing faculty ask that a cover letter be provided that details all changes made as a result of the Panel's feedback.

Social Work 5030 was unanimously approved with five recommendations. As a reminder, the Panel's recommendations require no further action at this time and can be implemented when the course is next taught.

- **Recommendation:** *The reviewing faculty kindly recommend, under the Attendance Policy section of page 7, that the sentence "...if you must miss more than 25% of the class time you may be required to withdraw from the course...", be amended and softened, as instructors/faculty members cannot force students to withdraw from a course. Instructors/faculty members, of course, have the right to give a student a letter of "E" for non-attendance, but cannot force students to withdraw themselves from a course, as this could have considerable financial aid complications.*
- **Recommendation:** *The reviewing faculty kindly recommend, under the Mental Health section on page 8 of the course syllabus, that it be clarified who can utilize the services of Vicki Fetterman, especially given that this course will be a part of the General Education program and taken by students across the entire University.*
- **Recommendation:** *The reviewing faculty kindly recommend, under the Required Texts and Readings section on page 1 of the course syllabus, that it be clarified for students where they can obtain and/or purchase the required text.*
- **Recommendation:** *The reviewing faculty kindly recommend, under the Grading Scale section*

*on page 17 of the course syllabus, removing the language of following the OSU standard grading scheme. The Ohio State University does not have a standardized grading scheme and faculty/instructors are free to select a grading scale that best suits the needs of their course.*

- **Recommendation:** *The reviewing faculty kindly recommend, on pages 8 and 9 of the course syllabus, under the Title IX section, that this language be updated, as Kellie Brennan is no longer the Title IX coordinator. The most up-to-date language can be found on the ASC Curriculum and Assessment Services website at: <https://ascas.osu.edu/curriculum/syllabus-elements>.*

I will return Social Work 5005 to the departmental queue via curriculum.osu.edu in order to address the Panel's feedback while Social Work 5004 and 5030 will continue through the approval process.

Should you have any questions, please do not hesitate to reach out to Bill Putikka, faculty Chair of the ASCC Themes Panel, or myself.

All my best,  
Michael



**Michael Hilty**

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