

From: [Cody, Emily](#)
To: [Jackson, Kylie M.](#); [Kline, Susan](#); [Ralph, Matthew](#)
Cc: [Fredal, James](#); [Wallace, Lorraine S.](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Hilty, Michael](#); [Cody, Emily](#)
Subject: Communication 2331
Date: Thursday, November 10, 2022 8:51:00 AM
Attachments: [image001.png](#)

Good morning,

On Monday, October 10, the Themes Panel 1 of the ASC Curriculum Committee reviewed a request for Communication 2331. Please see below for the Panel's feedback on this proposal.

COMMUNICATION 2331 | Unanimously approved with **one (1) contingency** and *three (3) recommendations*

- **CONTINGENCY: The reviewing faculty request that the department submit a clean copy of the syllabus with the track-changes markup removed from the margins.**
- *RECOMMENDATION: The Panel recommends removing any outdated information pertaining to quarters (e.g., the course number 431) appearing in the proposal materials.*
- *RECOMMENDATION: The reviewing faculty recommend removing the name of the Title IX coordinator so that the information provided on the syllabus stays current and correct for a longer period of time.*
- *RECOMMENDATION: The Arts and Sciences Curriculum Committee recently approved newly updated standard syllabus statements. The reviewing faculty kindly note that the mental health statement provided is not the latest version, and suggest revising it accordingly to ensure that the most current language and information appears for this student resource. The link to this updated syllabus statement can be found here on the ASC Curriculum and Assessment Services website: <https://ascas.osu.edu/curriculum/syllabus-elements>*

I will return Communication 2331 to the department queue in order to address the Panel's feedback.

Should you have any questions regarding this feedback, please do not hesitate to contact Jim Fredal, faculty Chair of the ASCC Themes Panel; Lorraine Wallace, faculty Chair of the Theme Advisory Group: Lived Environments; or myself.

Best,
Emily



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