

From: [Hilty, Michael](#)
To: [Soland, Birgitte](#); [Getson, Jennifer](#)
Cc: [Staley, David](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Cody, Emily](#)
Subject: History 3701
Date: Tuesday, November 29, 2022 2:59:00 PM
Attachments: [image001.png](#)

Good afternoon Jen and Birgitte,

On Wednesday, November 16th, the Arts and Humanities 1 Panel of the ASC Curriculum Committee reviewed a distance learning request for History 3701. Please see below for their feedback.

I am pleased to report that the Panel unanimously approved the proposal with three recommendations:

- **Recommendation:** The Panel recommends clarifying how the quiz percentages will be calculated into a student's final grade. On page 7 of the course syllabus, under the "Weekly Quizzes" section, the syllabus states, "Students will only be allowed one attempt at each quiz, but I will drop the lowest two quiz scores so the best eight out of ten scores will count 2% each". This is implying that the total quiz scores will add up to 16% of the final grade, and not 20% as indicated in the schedule on page 6.
- **Recommendation:** The Panel recommends clarifying how students will be expected to find their groups for the podcast/video final project, as discussed on page 7 of the syllabus, given this is an asynchronous course and students do not appear to be inherently interacting with each other as they would in an in-person course. Will the course instructor be assigning students automatically via Carmen or is there some other mechanism in place to help students determine who their project group members will be?
- **Recommendation:** The Panel offers a friendly suggest to check that their late assignment policy is in-line with current practices by the Student Health Services facility, found here: <https://shs.osu.edu/appointments/absence-excuse>.

History 3701 will continue through the approval process. My office will advance the course to OAA.

Should you have any questions, please do not hesitate to reach out to me.

All my best,
Michael



THE OHIO STATE UNIVERSITY

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