

**From:** [Cody, Emily](#)  
**To:** [Bacus, Adam](#)  
**Cc:** [Romero, Eugenia](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Hilty, Michael](#); [Cody, Emily](#)  
**Subject:** Classics 3205  
**Date:** Wednesday, January 4, 2023 12:10:00 PM  
**Attachments:** [image001.png](#)

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Good afternoon,

On Wednesday, December 7, the Arts and Humanities Panel 2 of the ASC Curriculum Committee reviewed the proposal for Classics 3205. Please see below for the Panel's feedback.

The Panel did not vote on the proposal as they would like the following points addressed:

- The reviewing faculty request clarification re: the meeting days/times for the class and how this course accounts for the third credit hour:
  - The reviewing faculty note that on the course calendar class meetings appear as Monday/Wednesday, while the syllabus header says Tuesday/Thursday. Week 2 of the course schedule, on the other hand, states that the class meets on Monday/Tuesday. Which of these is correct?
  - Did the department perhaps intend to make this a course that meets twice a week for 1.5 hours each time? If so, please adjust the class meeting time on the syllabus to reflect this format.
  - Is there a recitation section component of the class? And/or what are these other Carmen activities (alluded to in passing in the syllabus) that would potentially help fulfill the requirements for this final hour? If the department intends to designate the course as fully in-person rather than hybrid, then 1/3 of the contact hours cannot come from activities on Carmen.
  - In the event the department intends to offer the course in a hybrid format, please revise the curriculum.osu.edu form as well as the syllabus to reflect this mode of delivery. Furthermore, please outline in greater detail how activities on Carmen will account for the remaining contact hour. Using Carmen just to turn in homework, for example, does not constitute direct instruction; the online activities would have to be dynamic and interactive, working to facilitate students' engagement with the instructor and each other.
- How specifically does a student earn attendance/participation? How in particular does the instructor assess this component of the course, which comprises 15% of the final grade?
- The Panel notes that the course calendar includes assigned readings, but does not list due date for assignments and other important course benchmarks; the reviewing faculty recommend that the class schedule also feature this information.
- The Panel recommends that the syllabus feature the most current mental health statement (found on page 11 of the document). The up-to-date language is available here: <https://asccas.osu.edu/curriculum/syllabus-elements>

I will return Classics 3205 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 Eugenia Romero, faculty Chair of the ASCC A&H2 Panel (copied on this e-mail), or myself.

Best,  
Emily



**Emily K. Cody, Ph.D.**

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