

From: [Steele, Rachel](#)
To: [Daniels, Chuck](#); [Kwiek, Jesse](#)
Cc: [Ottesen, Jennifer](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Cody, Emily](#); [Hilty, Michael](#)
Subject: Microbiology 4010
Date: Wednesday, February 8, 2023 9:20:46 AM
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Good morning,

On Wednesday, January 25th, the Natural and Mathematical Sciences Panel of the ASC Curriculum Committee reviewed a course proposal for Microbiology 4010.

The Panel unanimously approved the request with **three contingencies** and *eight recommendations*:

- a. **Contingency:** The Panel asks that the department include weekly readings on the course schedule (syllabus pg. 2-3) so that students will have some idea of the expected workload. Currently, required chapters are only listed in Weeks 12-14.
- b. **Contingency:** The Panel notes that the cover letter for the course describes Microbiology 4010 as covering many of the same topics as Microbiology 4000, and as such, they request that the department include a statement such as “not open to students with credit for Microbiology 4000” in the exclusions for this course (Course Request Form under “Prerequisites and Exclusions; Exclusions).
- c. **Contingency:** The Panel asks that the department re-visit and correct the listing of quizzes in the course schedule (syllabus pg. 2-3) and the description of the quizzes (syllabus pg. 5). Currently, there are several quizzes out of order (quiz 7 falls in week 7 between quizzes 3 and 4; quiz 11 falls in week 11 between quizzes 5 and 6, etc.) and there are at least 9 quizzes instead of the 7 that are noted in the table on pg. 3 of the syllabus. Additionally, the description of the quizzes on pg. 5 of the syllabus mentions a total of 15 quizzes rather than 7.
- d. *Recommendation:* The Panel recommends that the department include in the course description (Course Request form under “General Information”) a note about the target student population for the course. Specifically, the Panel is concerned that students in majors other than nursing, for whom the course might not be appropriate, might enroll in this course rather than in Microbiology 4000.
- e. *Recommendation:* The Panel recommends that the department include in the syllabus a statement about the target student population for the course. Specifically, the Panel is concerned that this course title might attract pre-health students who are majoring in the biological sciences and would like those students to know early in the semester that they might be better served in Microbiology 4000.
- f. *Recommendation:* The Panel recommends that the department include a description of the group project as well as how in-class participation will be assessed along with the descriptions of the other assignments on pg. 4-5 of the syllabus. While both assignments constitute a small portion of the overall grade, the lack of a description will be confusing for students.
- g. *Recommendation:* The Panel recommends that the department include in the syllabus a section that specifies what technology students will need to be successful in the course. It is especially important that students understand what types of devices (phones, tablets, laptops, etc.) they can and/or should use to take the in-class exams. Should the course require particular technologies to validate in-class participation (such as Top Hat), students should also be made aware of the needed equipment for this requirement.
- h. *Recommendation:* The Panel recommends that the department consider assigning due dates

for homework throughout the semester, even if there is no penalty for turning in homework late. While they understand and appreciate that a program like nursing (with a large population of non-traditional students) may benefit from the flexibility that the current structure offers, they note that more structure may also be beneficial.

- i. *Recommendation:* The Panel recommends that the course number be corrected on the course schedule (syllabus pg. 2), as it currently reads “Microbiology 4000.02”.
- j. *Recommendation:* The Panel recommends that the department update the Diversity, Equity and Inclusion statement (syllabus pg. 7) as the BART office no longer exists. More information about the resources from the Office of Institutional Equity can be found here: <https://equity.osu.edu/>.
- k. *Recommendation:* The Panel recommends that the department use the most up-to-date version of the Mental Health statement (syllabus pg. 8 under “Student Wellness and Counseling Services”), as the phone number and name of the suicide prevention hotline have changed. An up-to-date statement can be found here: <https://asccas.osu.edu/curriculum/syllabus-elements>.

As a reminder, **contingencies** (in bold above) must be addressed and resubmitted via curriculum.osu.edu before a course can move forward in the approval process. *Recommendations* (in italics above) should be implemented when the course is next taught. I will return Microbiology 4010 to the department queue via curriculum.osu.edu in order to address the Panel’s requests.

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

Best,
Rachel



Rachel Steele, MA

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

Program Manager, Office of Curriculum and Assessment

College of Arts and Sciences

306 Dulles Hall 230 Annie and John Glenn Ave. Columbus, OH 43210

(614) 688-4540

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