

**From:** [Steele, Rachel](#)  
**To:** [Soland, Birgitte](#); [Getson, Jennifer](#)  
**Cc:** [Romero, Eugenia](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Hilty, Michael](#)  
**Subject:** History 2701  
**Date:** Friday, February 24, 2023 11:38:21 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)  
[image006.png](#)  
[image007.png](#)

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Good afternoon,

On Thursday, February 9<sup>th</sup>, the Arts and Humanities 2 Panel of the ASC Curriculum Committee reviewed a course proposal for History 2701.

The Panel unanimously approved the request with five recommendations:

- *The Panel recommends that the department reconsider the explanation of the distribution of student time/workload on pg. 4 of the syllabus under "Credit hours and work expectations". Specifically, they note that while the boilerplate language surrounding the expectation for 3 hours of direct instruction and 6 hours of homework (for a total of 9 hours) is correct, the detailed breakdown below accounts for only 8 hours.*
- *On the first page of the syllabus, the Panel requests that the department revise the language stating the course "fulfills" the Lived Environments Theme, as students must earn 4-6 credit hours to fulfill the theme, and thus cannot complete the theme solely by completing History 2701. The Panel recommends using alternative language such as "History 2701 is approved as a part of the New General Education (GEN) Theme: Lived Environments".*
- *On page 6 of the syllabus, the Panel notes that the grading scale does not include a mark of D+. If the instructor does not plan to award this mark, the Panel suggests mentioning this in the syllabus, as students typically expect this designation as part of a grading scale.*
- *On page 7 of the syllabus, in the "final paper" description section, there is a note that "no late exams will be accepted". Additionally, on pg. 8, the "Note on Lectures" section mentions a "final exam essay". Since there appear to be no exams in the course (per the table on pg. 6 under "Grading and Faculty Response"), the Panel suggests revising the sections on pg. 7 and pg. 8 accordingly.*
- *The Panel recommends that the syllabus feature the most current mental health statement (found on page 10 of the document). The up-to-date language is available here: <https://asccas.osu.edu/curriculum/syllabus-elements>*

As a reminder, *recommendations* (in italics above) should be implemented when the course is next taught. History 2701 will continue through the approval process; my office will advance the course to OAA.

Should you have any questions about the feedback of the Panel, please feel free to contact Eugenia Romero (faculty Chair of the A&H 2 Panel; cc'd on this e-mail), or me.

Best,

Rachel



**Rachel Steele, MA**

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

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