

From: [Hilty, Michael](#)
To: [Soland, Birgitte](#); [Getson, Jennifer](#)
Cc: [Staley, David](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Richard, Sophie V.](#)
Subject: History 4795
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Attachments: [image001.png](#)

Good morning Jen and Birgitte,

On Wednesday, February 15th, the Arts and Humanities 1 Panel of the ASC Curriculum Committee reviewed a new distance education request for History 4795.

I am pleased to report that the Panel unanimously approved the request with one comment to the department and one recommendation:

- **Comment:** The Panel noticed that this course will be meeting once a week for approximately 3 hours via Zoom and asks that the department encourage instructors teaching the course to consider teaching the course in a format where there are more class sessions each week instead of a single 3-hour meeting. In their experience, 3 hours of Zoom instruction can be intensive for undergraduate students and instructors may find that students are less responsive after being online for such an extended period of time.
- **Recommendation:** The Panel recommends that, on page 3 of the course syllabus, the Office Hours and live session section be updated to read as “optional” instead of “required” for Office Hours, to reflect that office hours are not a required portion of a student’s grade.

History 4795 will continue through the approval process. My office has advanced the course to OAA.

Should you have any questions, please do not hesitate to reach out to David Staley, faculty Chair of the Arts and Humanities 1 Panel, or me.

All my best,
Michael



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