

<b>Fiscal Unit/Academic Org</b>	East Asian Languages & Lit - D0527
<b>Administering College/Academic Group</b>	Arts and Sciences
<b>Co-administering College/Academic Group</b>	
<b>Semester Conversion Designation</b>	New Program/Plan
<b>Proposed Program/Plan Name</b>	Teaching of East Asian Languages and Literatures
<b>Type of Program/Plan</b>	Graduate certificate program
<b>Program/Plan Code Abbreviation</b>	GRCTEAL
<b>Proposed Degree Title</b>	

**Credit Hour Explanation**

Program credit hour requirements		A) Number of credit hours in current program (Quarter credit hours)	B) Calculated result for 2/3rds of current (Semester credit hours)	C) Number of credit hours required for proposed program (Semester credit hours)	D) Change in credit hours
Total minimum credit hours required for completion of program				12	
Required credit hours offered by the unit	Minimum			6	
	Maximum				
Required credit hours offered outside of the unit	Minimum				
	Maximum				
Required prerequisite credit hours not included above	Minimum				
	Maximum				

**Program Learning Goals**

Note: these are required for all undergraduate degree programs and majors now, and will be required for all graduate and professional degree programs in 2012. Nonetheless, all programs are encouraged to complete these now.

- Program Learning Goals**
- Demonstrate understanding of issues related to teaching East Asian cultures, literatures, and linguistics.
  - Acquire skills essential for teaching East Asian cultures, literatures, and linguistics.

**Assessment**

Assessment plan includes student learning goals, how those goals are evaluated, and how the information collected is used to improve student learning. An assessment plan is required for undergraduate majors and degrees. Graduate and professional degree programs are encouraged to complete this now, but will not be required to do so until 2012.

Is this a degree program (undergraduate, graduate, or professional) or major proposal? No

**Program Specializations/Sub-Plans**

If you do not specify a program specialization/sub-plan it will be assumed you are submitting this program for all program specializations/sub-plans.

**Pre-Major**

Does this Program have a Pre-Major? No

## Attachments

- DEALL support letter.docx: ASC letter of support  
*(Letter from the College to OAA. Owner: Vankeerbergen,Bernadette Chantal)*
- Graduate Certificate on the Teaching of East Asian Languages and Literatures.pdf: responses to contingencies  
*(Other Supporting Documentation. Owner: Knicely,Yuching Hsu)*
- DEALL teaching certificate proposal\_Revised in March 2023 (1).docx: revised proposal  
*(Program Proposal. Owner: Knicely,Yuching Hsu)*

## Comments

- Please remove the old proposal & the revised advising sheet. Then upload one revised proposal with the new advising sheet included in it instead of the old advising. That is the best way to ensure that college and university-level committees will not be confused & need to look for the correct answer in different docs. All the docs uploaded in curriculum.osu.edu should be the finalized/correct versions. *(by Vankeerbergen,Bernadette Chantal on 03/22/2023 10:53 PM)*
- Please see attached two documents, 1-revised advising sheet, 2- responses to the three contingencies. *(by Knicely,Yuching Hsu on 03/22/2023 11:07 AM)*
- Sending back per email from Bernadette *(by Carpenter,Thomas J on 02/08/2023 01:51 PM)*

## Workflow Information

Status	User(s)	Date/Time	Step
Submitted	Knicely,Yuching Hsu	02/07/2023 03:03 PM	Submitted for Approval
Approved	Bender,Mark A	02/08/2023 09:49 AM	Unit Approval
Approved	Vankeerbergen,Bernadette Chantal	02/08/2023 01:41 PM	College Approval
Revision Requested	Carpenter,Thomas J	02/08/2023 01:51 PM	GradSchool Approval
Submitted	Knicely,Yuching Hsu	02/08/2023 01:52 PM	Submitted for Approval
Approved	Bender,Mark A	02/08/2023 01:57 PM	Unit Approval
Revision Requested	Vankeerbergen,Bernadette Chantal	02/21/2023 01:38 PM	College Approval
Submitted	Knicely,Yuching Hsu	03/22/2023 11:07 AM	Submitted for Approval
Approved	Bender,Mark A	03/22/2023 11:15 AM	Unit Approval
Revision Requested	Vankeerbergen,Bernadette Chantal	03/22/2023 10:53 PM	College Approval
Submitted	Knicely,Yuching Hsu	03/23/2023 09:18 AM	Submitted for Approval
Approved	Bender,Mark A	03/23/2023 09:39 AM	Unit Approval
Pending Approval	Vankeerbergen,Bernadette Chantal	03/23/2023 09:39 AM	College Approval



7 September 2022

To whom it may concern:

I am pleased to write in support of the proposal for a new Graduate Certificate on the Teaching of East Asian Languages and Literatures. The courses that make up the certificate will develop the teaching skills of graduate students and better prepare them for the job market. The certificate builds on existing faculty strengths, complements other degree offerings from the department, and does not duplicate any other credentials available at the university.

Thank you in advance for your attention, and please feel free to contact my office if you have any questions.

Sincerely,

David Horn  
Dean

## Graduate Certificate on the Teaching of East Asian Languages and Literatures (GRC-TEALL)

Thank you for approving our proposal for the DEALL graduate teaching certificate. Our responses to the three contingencies are as follows:

- **Contingency (1):** The Panel asks that the proposal more thoroughly explain how the required DEI workshop will function within the certificate program. Currently, it is unclear how this required workshop will be enforced within the certificate. How will the faculty advisor verify that students have completed this requirement? Will the students need to write a short piece on their experience attending this program and, if so, who will be responsible for evaluating this write-up? Overall, they ask that this be more thoroughly clarified in the proposal.

1. The attendance of a DEI workshop is a requirement of a newly approved teaching practicum course (EALL7706), which satisfies Category B of the certificate curriculum. Those who take EALL7706 are required to do the following as part of EALL7706: 1) attend a DEI workshop; 2) discuss how to address DEI in their teaching with the instructor of EALL7706 based partly on the workshop; and 3) incorporate DEI into a syllabus and teaching statement that they are required to develop for EALL7706. At the end of the semester, the student and the instructor of EALL7706 must send an email to the Graduate Studies Director and Coordinator to confirm that the DEI requirement was fulfilled as part of EALL7706.

2. EALL7704 is another course that students can take to fulfill Category B. The course originally did not have the DEI workshop attendance requirement. If students plan to use EALL7704 for Category B, unless the instructor requires it, the students will independently need to 1) attend a DEI workshop; 2) discuss how to address DEI in their teaching with the instructor of EALL7704 based partly on the workshop; 3) develop a syllabus and teaching statement incorporating DEI; and 4) have the syllabus and teaching statement reviewed by the instructor of EALL7704. At the end of the semester, the student and the instructor of EALL7704 must send an email to the Graduate Studies Director and Coordinator to confirm that the DEI requirement was fulfilled for the certificate.

- **Contingency (2):** The Panel asks that the advising sheet be amended to include the required DEI workshop, as otherwise, students exploring and completing the certificate will be unable to know that this workshop is a requirement of their program.

We modified both the advising and completion sheets (marked in red in the attachment): 1) We included the required DEI workshop in the advising sheet; and 2) we added to the completion sheet the required DEI workshop as well as the instructions for the student and the instructor of a practicum course to send an email to the Graduate Studies Director and Coordinator to confirm the fulfillment of the DEI workshop requirement.

- **Contingency (3):** The Panel asks that the advising sheet be reformatted so that the left column continues onto the same page and into the right column, instead of continuing down onto a second page into the left column. Currently, the list of electives continues down onto a second page rather than wrapping into the top of the first page. This will make the advising sheet significantly easier to read as well as be in line with existing advising sheets.

We reformatted the advising sheet following the advice. Thank you.

\*\*\*\*\*

Etsuyo Yuasa  
Associate Professor and Graduate Studies Director  
Department of East Asian Languages and Literatures  
The Ohio State University  
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## Proposal

### “Graduate Certificate on the Teaching of East Asian Languages and Literatures (GRC-TEALL)”

Etsuyo Yuasa, Naomi Fukumori, Meow Hui Goh, and Zhiguo Xie

Department of East Asian Languages and Literatures (DEALL)  
The Ohio State University

February, 2023

#### Required information

- Name of proposed certificate: Teaching of East Asian Languages and Literatures
- Certificate type: 3b (Graduate students need not be enrolled in the program in which the certificate is embedded, but must be enrolled in the Graduate School.)
- Delivery: In person (but some courses may be hybrid or online)
- Proposed implementation date: Autumn 2023
- Academic unit responsible for administering the certificate program: East Asian Languages and Literatures (ASC)

#### 1. Introduction

The Department of East Asian Languages and Literatures (DEALL) in the College of Arts and Sciences offers MAs and PhDs in Chinese/Japanese literature, linguistics, and language pedagogy. We provide comprehensive and interdisciplinary academic training. Our nationally recognized language pedagogy program and faculty also provide strong training in language teaching. Because DEALL produces strong researchers who can teach language well, our graduates have been sought after by other Chinese and Japanese programs nationally and overseas. Drawing on our existing strengths, DEALL proposes a new graduate certificate on the teaching of East Asian languages and literatures (GRC-TEALL).

#### 2. Purpose, significance, and rationale, and anticipated benefit

**Purpose:** The goals of developing GRC-TEALL are four-fold:

- To better prepare our graduate students to be more effective and more inclusive teachers.
- To expand our current strength in language pedagogy to the pedagogies of culture, literature, and linguistics.
- To make our graduates even more competitive in the job market.
- To enhance our already strong reputation in pedagogy training by offering a structured program.

**Significance:** The two most important missions of graduate programs like ours are to train graduates to become able to 1) conduct quality research and 2) teach future generations of students. East Asian language departments and our fields increasingly demand that new PhDs not only know their subjects well, but also that they be able to

convey their importance to students, stir excitement, and make them relevant to students' lives. Providing systematic pedagogy training to our graduate students is relevant and important to our mission.

**Rationale:** DEALL already has a strong reputation in language pedagogy training. We seek to create GRC-TEALL to remain a leader in producing outstanding scholars who have effective teaching skills.

- Our training in language pedagogy has been already widely recognized.
  - DEALL faculty lead in the publication of research and pedagogical materials. The most recent publications include the *NihonGo Now* textbook series, written by Prof. Mari Noda and published in 2020 and 2021.
  - DEALL has had several recipients of the Graduate School's Graduate Teaching Associate (GATA) Award. Yawei Li is the most recent recipient of the award in 2021-2022.
- A growing number of DEALL's literatures and linguistics faculty make significant contributions to teaching of East Asian cultures, literatures, and linguistics. For example:
  - Prof. Patricia Sieber (Chinese literature) is the lead editor of *How to Read Chinese Drama: A Guided Anthology* (Columbia University Press 2022). It is a volume in the "How to Read Chinese Literature" series, which aims to "transform the learning and teaching of Chinese literature, language, and culture in the English-speaking world."
  - In 2020, Prof. Naomi Fukumori (Japanese literature) undertook a 3-semester instructional design for her Japanese culture course under the Michael V. Drake Institute for Teaching and Learning Teaching Support program, and the course as a model is featured on their website.
  - With an ASC grant (2013-19), Prof. Charles Quinn created an interactive multimedia website for teaching and learning classical Japanese (<https://cip.asc.ohio-state.edu/>), a project that involved both undergraduate and graduate students.
  - The DEALL Diversity, Equity, and Inclusion (DEI) Committee, chaired by Prof. Meow Hui Goh, has hosted DEI pedagogy workshops for the teaching of East Asian languages and literatures in 2020-2021 and 2021-2022, featuring presentations by DEALL faculty and graduate students and by scholars from other universities. These workshops are offered as a continuing annual series.
- Nationally, more East Asian language programs are investing in pedagogy training for graduate students.
  - The East Asian Languages and Civilizations at the University of Chicago now has a detailed pedagogical training plan: <https://ealc.uchicago.edu/graduate/pedagogical-training-plan>

**Anticipated benefits for participants:**

- The certificate will provide opportunities for students to receive systematic training in teaching.
- The certificate will allow its participants to clearly show their commitment to teaching in job application materials.
- The certificate will enhance participants' chances for job placement.

**3. Evidence of need, including opportunities for employment if applicable**

- Other Chinese and Japanese programs across the country often contact us and ask whether we have students who can apply for the positions they have posted. They will appreciate our effort to train our students more broadly and systematically, especially in the teaching of culture, literature, and linguistics.
- Our students are already working with faculty individually and informally on their teaching of culture, literature, and linguistics by observing classes, developing syllabi, etc. A certificate program will provide a clear structure to help students develop teaching skills in a systematic and effective way.

**4. Proposed curriculum (12 credits)****A) Required (3 credits):**

- (existing) EALL 8701: Teaching East Asian Languages at the College Level (3)

**B) Practicum (3-6 credits):**

- Attend one DEALL DEI Pedagogy Workshop or one DEI Pedagogy-related event/workshop hosted by the Michael V. Drake Institute for Teaching and Learning or other units on campus (requirement)
- (existing) EALL 7704: Teaching Practicum in East Asian Languages (1-5)
- (new) EALL 7706: Teaching Practicum in East Asian Cultures, Literatures, and Linguistics (3)

**C) Domain electives (3-6 credits):**

- (existing) EALL 7700: Learning East Asian Languages in Cross-Cultural Contexts (1-3)
- (existing) EALL 7701: Pedagogical Syntax for East Asian Languages (3)
- (existing) EALL 7702: Materials preparation for East Asian Languages (3)
- (existing) EALL 7703: Presentation of East Asian Languages and Cultures (1-2)
- (existing) EALL 7705: Seminar in the Learning of East Asian Languages and Cultures (3)
- (existing) ESEPSY 7403: Motivation in Learning and Teaching (3)
- (existing) ESEPSY 7404: College Teaching (3)
- (existing) EDUCST 7406: Course Design for Higher Education (3)
- (existing) ESEPSY 7402: Educational Psychology: Cognition, Learning and Instruction (3)
- (existing) ESHESA 7540: Higher Education Administration and Core Academic Issues (3)
- (existing) ESHESA 7570: Internationalizing Colleges and Universities (3)



<b>5. Prospective enrollment</b>
<p>Three to five students a year. DEALL annually admits four to six incoming graduate students to our programs. We expect at least 50% of all DEALL graduate students will complete the certificate by the time they graduate. Furthermore, we will open the certificate to all current MA and PhD students who specialize in Chinese and Japanese studies at Ohio State.</p>
<b>6. Completion process</b>
<p>DEALL offers EALL 8701 every year. Other EALL pedagogy courses, such as EALL 7700, 7701, 7702, 7703, 7705, and 7706, are offered at least biennially. In principle, a student can complete the certificate within two years, while also making progress on the required coursework for their degree. For a sample schedule, see Appendix 1.</p>
<b>7. ASC advising sheet and completion sheet</b>
<p>See Appendices 2 and 3.</p>
<b>8. Format</b>
<ul style="list-style-type: none"> <li>• The courses for the certificate will be offered on campus. (This is not an online certificate.)</li> <li>• Students will begin and matriculate through the certificate program in a self-paced manner.</li> <li>• DEALL will not limit enrollment to a specific number of students. However, at the time of application, all applicants must: 1) have permission from the advisor to pursue this certificate; and 2) obtain permission from a faculty member with whom they plan to take a practicum course. (Practicum courses, required for Category B, are offered on an individual basis.)</li> </ul>
<b>9. Learning outcomes and an assessment plan</b>
<p><b>Learning outcomes</b></p> <ul style="list-style-type: none"> <li>• Demonstrate understanding of issues related to teaching East Asian cultures, literatures, and linguistics.</li> <li>• Acquire skills essential for teaching East Asian cultures, literatures, and linguistics.</li> </ul> <p><b>Assessment:</b></p> <ol style="list-style-type: none"> <li>1) Mastery of learning outcomes will be demonstrated partly by the completion of each required and elective certificate course within a minimum of C- and of the courses continuing toward the certificate with an overall minimum of 3.0 average.</li> <li>2) End-of-course departmental teaching evaluations in the required course, EALL 8701, will assess students' skills to teach East Asian language courses. See Appendix 4.</li> <li>3) Recent certificate completers will receive surveys that solicit anonymous feedback on their perceptions of the impact that the certificate made on their understanding and skills to teach East Asian cultures, literatures, and linguistics. Students will have the opportunity to comment on the relative strengths and</li> </ol>

weaknesses of the courses that they completed toward the certificate. The survey questions are provided in Appendix 5.

- 4) Faculty will conduct informal email surveys of certificate alumni to determine how the certificate influenced professional careers and to solicit how the program might be improved.

## **Appendices**

- 1) Sample schedule
- 2) ASC certificate advising sheet
- 3) ASC completion sheet for certificate
- 4) DEALL teaching evaluation
- 5) Certificate completer survey
- 6) Concurrence from College of Education and Human Ecology

**Appendix 1: Sample schedule**

Autumn 2023	Spring 2024	Autumn 2024	Spring 2025
EALL 8701	EALL 7700	ESEPSY 7404	EALL 7706

**Appendix 2: ASC Advising Sheet**

**The Ohio State University**

**Arts and Sciences**

**Teaching of East Asian Languages and Literatures**

**Certificate type: Graduate** Academic Certificate program; Category 3b; Graduate students need not be enrolled in the program in which the certificate is embedded, but must be enrolled in the Graduate Program

<p><b>Program Advisor</b> DEALL Graduate Studies Director Etsuyo Yuasa (<a href="mailto:yuasa.1@osu.edu">yuasa.1@osu.edu</a>)</p> <p><b>Certificate description</b> Strong teaching skills are one of the most important learning outcomes for graduate students. Completion of the coursework in this certificate will give graduate students the tools to convey the importance of East Asian languages and literatures to their students, stir excitement, and make them relevant to students' lives.</p> <p><b>List of courses to be taken</b> EALL 8701: Teaching East Asian languages at the College Level</p> <p><u>Choose one or two of the following:</u> Attendance of one DEALL DEI Pedagogy Workshop or one DEI Pedagogy-related event/workshop hosted by the Michael V. Drake Institute for Teaching and Learning or other units on campus AND EALL 7704: Teaching Practicum in East Asian Languages OR EALL 7706: Teaching Practicum in East Asian Cultures, Literatures, and Linguistics</p> <p><u>Choose one or two of the following:</u></p>	<p>EALL 7700: Learning East Asian Languages in Cross-Cultural Contexts OR EALL 7701: Pedagogical Syntax for East Asian Languages OR EALL 7702: Materials preparation for East Asian Languages OR EALL 7703: Presentation of East Asian Languages and Cultures OR EALL 7705: Seminar in the Learning of East Asian Languages and Cultures OR ESEPSY 7403: Motivation in Learning and Teaching OR ESEPSY 7404: College Teaching OR EDUCST 7406: Course Design for Higher Education OR ESEPSY 7402: Educational Psychology: Cognition, Learning and Instruction OR ESHESA 7540: Higher Education Administration and Core Academic Issues OR ESHESA 7570: Internationalizing Colleges and Universities</p>
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<p><b>Credit hours required</b> A minimum of 12 hrs</p> <p><b>Overlap with courses in degree</b> Max 50% overlap with courses in an MA or PhD</p> <p><b>Grades required</b> Minimum C- for a course to be counted on the certificate. Minimum of 3.0 cumulative GPA for all certificate course work.</p> <p><b>Approval required</b> The certificate course work must be approved by the Graduate Studies Committee.</p> <p><b>Consult with Advisor</b> For application. For filing deadlines. For changes or exceptions to a certificate plan.</p>	
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**Appendix 3: ASC Completion Sheet**

**The Ohio State University**

**Arts and Sciences**

**Teaching of East Asian Languages and Literatures**

<b>Name:</b>	<b>OSU student ID #:</b>
<b>Area of study:</b>	<b>Admission term/year:</b>
<b>Advisor:</b>	<b>Completion term/year:</b>

**\*Minimum of 12 graduate credit hours must be completed by the time of graduation. 6 out of the 12 credit hours may count toward degree.**

**Category A: Required**

<b>Course #</b>	<b>Course title</b>	<b>Year/term</b>	<b>Grade</b>	<b>Credit</b>
EALL 8701	Teaching East Asian Languages at the College Level			3

**Category B: Practicum**

Select one or two of the practicum courses below (minimum of 3 credit hours).

<b>Course #</b>	<b>Course title</b>	<b>Year/term</b>	<b>Grade</b>	<b>Credit</b>
N/A	Attendance of one DEALL DEI Pedagogy Workshop or one DEI Pedagogy-related event/workshop hosted by the Michael V. Drake Institute for Teaching and Learning or other units on campus*		N/A	N/A
EALL 7704	Teaching Practicum in East Asian Languages			1-5
EALL 7706	Teaching Practicum in East Asian Culture, Literature, and Linguistics			3

\*To satisfy this requirement, 1) attend a DEI workshop; 2) discuss how to address DEI in teaching with the instructor of a practicum course based partly on the workshop; and 3) incorporate DEI into a syllabus and teaching statement. At the end of the semester, the student and the instructor of the practicum course must send an email to the Graduate Studies Director and Coordinator to confirm that the DEI requirement was fulfilled for the certificate.

**Category C: Domain electives**

Select one or two of the domain elective courses (minimum of 3 credit hours).

<b>Course #</b>	<b>Course title</b>	<b>Year/term</b>	<b>Grade</b>	<b>Credit</b>


**Completion checklist**

Students are responsible for confirming that each requirement below has been met. If there are any questions or concerns, please contact DEALL's Graduate Studies Director.

<b>Is your cumulative GPA at a 3.0 or above?</b>	
<b>Do you have any missing grades or incompletes?</b>	
<b>Are you or will you be registered for 3 credit hours in the term of your graduation?</b>	
<b>Will you be completing the certificate by the time of graduation?</b>	
<b>List your total certificate credit hours. (6 credit hours may also count toward degree.)</b>	

<b>Student signature</b>	
<b>Faculty advisor signature</b>	
<b>DEALL GSD signature</b>	



## Appendix 4: DEALL Teaching Evaluation

We appreciate your taking the time to give us your feedback about the instructor based on your personal experience. This survey is anonymous, and your response will not affect your course grade.

### 1) Please rate the effectiveness of the instructor.

Ability to communicate ideas:	A, B, C, D, E, n/a
Quality of ideas:	A, B, C, D, E, n/a
Preparation and knowledge:	A, B, C, D, E, n/a
Ability to involve students in discussion/practice:	A, B, C, D, E, n/a
Personal attention to students:	A, B, C, D, E, n/a
Availability:	A, B, C, D, E, n/a
Grading:	A, B, C, D, E, n/a

### 2) Please add any comments on the instructor

3) I learned from the instructor much greater than the effort I put forth.

greater than

about the same as

less than

much less than

4) I would recommend the instructor to others.

would not recommend

am not sure whether I would recommend

## **Appendix 5: Certificate Completion Survey**

**1) Overall, how satisfied are you with the Graduate Certificate on the Teaching of East Asian Languages and Literatures?**

- (1) Satisfied
- (2) Somewhat satisfied
- (3) Neither satisfied nor dissatisfied
- (4) Somewhat dissatisfied
- (5) Dissatisfied

**2) To what extent was the certificate important in your career preparation?**

- (1) Very important
- (2) Important
- (3) Moderately important
- (4) Slightly important
- (5) Not important

**3) As a result of the coursework comprising the certificate, to what extent have you gained an understanding of the issues related to teaching East Asian languages and literatures?**

- (1) To a great extent
- (2) Somewhat
- (3) Very little
- (4) Not at all

**4) As a result of the coursework comprising the certificate, to what extent have you gained skills to teach East Asian languages and literatures?**

- (1) To a great extent
- (2) Somewhat
- (3) Very little
- (4) Not at all

## Appendix 6: Concurrence from College of Education and Human Ecology

**From:** Guerrero, Marc J. <guerrero.55@osu.edu>  
**Sent:** Tuesday, January 17, 2023 3:47 PM  
**To:** Yuasa, Etsuyo <yuasa.1@osu.edu>; Snyder, Anastasia <snyder.893@osu.edu>  
**Cc:** Vankeerbergen, Bernadette <vankeerbergen.1@osu.edu>; Bagent, Aaron <bagent.14@osu.edu>  
**Subject:** Re: DEALL certificate proposal concurrence request

Thank you for following up on this, Prof. Yuasa. We appreciate your willingness to add another Ed Studies course to the elective list and understand the reasoning for not making a requirement.

Please accept this email as concurrence approval from the Department of Educational Studies (and a reminder that the Department of Teaching & Learning did not have any concerns when I requested their review in the fall).

Best,

Marc

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**Marc Johnston Guerrero, PhD** | pronouns: *he/him/his/siya*  
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Associate Professor, Higher Education & Student Affairs (HESA)  
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