

**From:** [Steele, Rachel](#)  
**To:** [Sanabria, Rachel](#); [Romero, Eugenia](#)  
**Cc:** [Fletcher, Richard](#); [Vankeerbergen, Bernadette](#); [Hilty, Michael](#); [Steele, Rachel](#)  
**Subject:** Portuguese 2331  
**Date:** Friday, April 7, 2023 7:54:52 AM  
**Attachments:** [image001.png](#)  
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Good morning,

On Monday, March 27<sup>th</sup>, the Race, Ethnicity and Gender Diversity Panel of the ASC Curriculum Committee reviewed a course proposal for Portuguese 2331.

The Panel unanimously approved the request with one contingency, four recommendations, and two comments:

- a. **Contingency:** The Panel asks that the department include in the syllabus the goals and ELOs (as well as an explanatory paragraph explaining how this course will meet those goals and ELOs) for the Legacy General Education (GEL) Cultures and Ideas and Diversity: Global Studies categories, and the New General Education (GEN) Historical and Cultural Studies category. These goals, ELOs, and explanations should be in addition to the REGD information already found on pgs. 2-4 of the syllabus. The GEN goals and ELOs are available in an easy-to-copy/paste format here: <https://ascas.osu.edu/new-general-education-gen-goals-and-elos>, and the GEL goals and ELOs are available in the same format here: <https://ascas.osu.edu/legacy-general-education-gel-goals-and-elos>. While the Panel appreciates the level of detail provided by addressing each ELO separately, in the interest of brevity, they offer a friendly reminder that it is also acceptable to explain how the course will meet all of the ELOs in a given GE category in one paragraph (i.e. one paragraph for Cultures & Ideas, one paragraph for Diversity: Global Studies, etc.).
- b. *Recommendation:* The Panel notes that some of the YouTube videos linked in the syllabus (pg. 12-15 under "Course Schedule) are in Portuguese and do not have English subtitles. Since there is no language pre-requisite for this course, the Panel recommends adding a statement to the syllabus that explains how/where students will be able to access translations. They also note that the instructor may want to confer with the Student Life Disability Services, as closed-captioning may be required to meet accessibility requirements.
- c. *Recommendation:* Since there is no language pre-requisite, the Panel assumes that the course is taught in English, and they recommend that this information be re-added to the Course Description that will appear in the Course Catalog on BuckeyeLink. (Course Request Form under "General Information – Course Description").
- d. *Recommendation:* The Panel recommends that the Course Schedule (syllabus pg. 12-14) be amended to include some weekly goals, focused questions or discussion topics for each week that will guide students in thinking about the course's materials through an REGD lens.
- e. *Recommendation:* While this information is referenced in the explanations of the how the course meets the ELOs on pg. 2-4, the Panel recommends that the department include in the assignment descriptions (syllabus pg. 7) details which explicitly connect the assignments to REGD topics and ideas.
- f. *Comment:* The Panel offers a friendly observation that, while pg. 1 of the syllabus says that the course meets on Tuesdays and Thursdays, on pg. 5 under "Course Policies: Attendance" the syllabus states that the course only meets once a week.
- g. *Comment:* The Panel observes that the course's title is currently in "all caps" on the Course

Request form, which dictates how the course will be listed in the course catalog. Given conventions of the course catalog, the Panel encourages the department to consider a more standard format.

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 Portuguese 2331 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 Richard Fletcher (faculty Chair of the REGD Panel; cc'd on this e-mail), or me.

Best,  
Rachel



**Rachel Steele, MA**

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

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