

**From:** [Hilty, Michael](#)  
**To:** [Beecher, Mary A.](#); [Tippery, Gabe](#)  
**Cc:** [Staley, David](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#)  
**Subject:** Design 4752  
**Date:** Friday, April 7, 2023 5:21:00 PM  
**Attachments:** [image001.png](#)

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Good afternoon,

On Wednesday, April 5<sup>th</sup>, the Arts and Humanities 1 Panel of the ASC Curriculum Committee reviewed a new course proposal for Design 4752.

I am pleased to report that the Panel unanimously approved the proposal with one contingency, one question for the department, and two recommendations. As a reminder, the Panel's contingency and question must be satisfied in a revision submitted to curriculum.osu.edu in order to continue through the approval process, while the Panel's recommendations may be implemented when the course is next taught.

- **Contingency:** The Panel asks that a full bibliography of required readings be added to the course syllabus. Currently, the required course readings are only mentioned as being on the Carmen site (underneath "Required" on page 4 of the course syllabus).
- **Recommendation:** The Panel recommends removing the reference to the "OSU Grade Distribution" underneath the "Grading Scale" section of the syllabus located on page 9. The Ohio State University does not have a universal or standardized grading scale/distribution and instructors are free to utilize a scale that best suits the needs of their course.
- **Recommendation:** On page 6 and 7 of the course syllabus, the Panel noticed there is a grade breakdown that lists out all grades by Module. On pages 7-9, the descriptions of course assignments is broken down by week. The Panel recommends naming the "weeks" under the descriptions of major assignments to "modules" to match with the above chart, as they found this confusing, especially when the points no longer match due to the Spring Break.
- **Question:** The Panel noticed that this course is a 4000-level course and appears to be fulfilling program goals at the "advanced" level, according to the provided curriculum map. However, they noticed that there is no prerequisite to this proposed course. They would like the department to speak to their decision to have no prerequisites for the course and if there is a mechanism in place that would prevent students from enrolling in this course too early in their undergraduate program to be successful.

I will return Design 4752 to the departmental queue via curriculum.osu.edu in order to address the Panel's feedback above.

Should you have any questions regarding this feedback, 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



**Michael Hilty**

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