

From: [Hilty, Michael](#)
To: [Miller, Natascha](#); [Birkhold, Matthew](#)
Cc: [Staley, David](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#)
Subject: German 3317
Date: Thursday, June 8, 2023 5:04:12 PM
Attachments: [image001.png](#)

Good afternoon Matthew and Natascha,

On Wednesday, May 3rd, the Arts and Humanities 1 Panel of the ASC Curriculum Committee reviewed a new course request for German 3317.

I am pleased to report that the Panel unanimously approved the request with three contingencies and two recommendations:

- **Contingency:** The Panel asks that the grade breakdown for the final portfolio and paper (as found on page 7 of the syllabus) be clarified. Specifically, they would like to see the final paper and portfolio listed independently in order to allow students to determine how much each of these is worth in their final grade. Additionally, they found the chart underneath the final portfolio titled “Portfolio Rubric/Checklist” breaking down points to be confusing, as the other sections utilize percentages and not points. They ask that this be clarified and, perhaps, broken down into percentages, should that be useful to the course proposer.
- **Contingency:** The Panel asks that the “Homework, Presentation, and Quizzes” section on pages 5 and 6 of the course syllabus be broken down to list, individually, how much the homework, presentation, and quizzes will be independently worth in a student’s final grade.
- **Contingency:** The Panel asks that the GE Goals be added to the GE information on pages 1 and 2 of the syllabus, as currently only the GE ELOs are listed. Per the ASCC, a GE course must have both the Goals and ELOs on all course syllabi requesting GE status. The Goals for the Race, Ethnicity, and Gender Diversity Category can be found on the ASC Curriculum and Assessment Services website at: <https://ascas.osu.edu/new-general-education-gen-goals-and-elos>.
- **Recommendation:** The Panel recommends that the course goals and GE goals be more clearly labeled within the course syllabus, such as by adding “course” in front of the “Learning Goals” as found on page 2 of the syllabus.
- **Recommendation:** The Panel recommends updating the Student Life – Disability Services and Mental Health statements (as found on pages 12 and 13 of the syllabus), as they were updated at the beginning of the 2022-2023 Academic Year. The most up-to-date statements can be found on the ASC Curriculum and Assessment Services website at: <https://ascas.osu.edu/curriculum/syllabus-elements>.

I will return German 3317 to the departmental queue via curriculum.osu.edu in order to address the Panel’s above feedback.

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



Michael Hilty

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