

From: [Steele, Rachel](#)
To: [Peterson, Derek](#); [Gleissner, Philip](#)
Cc: [Fredal, James](#); [Tanner, Heather](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Hilty, Michael](#); [Neff, Jennifer](#)
Subject: Slavic 2365.99
Date: Monday, September 18, 2023 3:08:16 PM
Attachments: [image001.png](#)
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Good afternoon,

On Tuesday, September 5th, the Themes I Subcommittee of the ASC Curriculum Committee and the Traditions, Cultures, and Transformations Theme Advisory Group reviewed a course proposal for Slavic 2365.99.

The reviewing faculty unanimously approved the request with two contingencies and one recommendation:

- i. **Contingency:** The reviewing faculty ask that the department clarify the syllabus in regard to the course's Distance Learning status. Specifically, they request that the department review the syllabus for artifacts of the course's previous status as an in-person course, such as references to in-class activities. They also ask that the course's status as synchronous or asynchronous course be clearly stated using that language, as it is the most common and clear terminology for students.
- ii. **Contingency:** The reviewing faculty ask that the unit provide a cover letter outlining the changes that are made to the proposal as a result of this feedback.
- iii. *Recommendation:* The reviewing faculty recommend that the department use the most recent version of the Student Life Disability Services Statement (syllabus, pg. 13), which was updated to reflect the university's new COVID-19 policies in August 2023. The updated statement can be found in an easy-to-copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](#).

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 Slavic 2365.99 to the department queue via curriculum.osu.edu in order to address the reviewing faculty's requests.

Should you have any questions about the feedback of the Subcommittee, please feel free to contact Jim Fredal, Heather Tanner (faculty Chairs of the Themes I Subcommittee and the TCT TAG [respectively] ; cc'd on this e-mail), or me.

Best,
Rachel



Rachel Steele, MA

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

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