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To: [Jackman, Jane](#); [Clark, Ted](#)
Cc: [Hamilton, Ian](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Neff, Jennifer](#)
Subject: Chemistry 3301
Date: Tuesday, September 5, 2023 3:19:00 PM
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Good afternoon,

On Thursday, August 31st, the Natural and Mathematical Sciences Subcommittee of the ASC Curriculum Committee reviewed a new course request for Chemistry 3301.

The Subcommittee unanimously approved the request with two contingencies and three recommendations:

- **Contingency:** The Subcommittee asks that the final student presentations on FDA approved drugs (as discussed on the course schedule on page 4 of the provided course syllabus) do not take place over both Finals week and the final week of regularly scheduled class. Finals week is not to be counted as instructional time, and therefore, students are not expected to meet during this period unless they are taking a final examination. Given that there is already a final examination due during this period, they ask that the course calendar be reworked to have all final student presentations take place prior to Finals.
 - Additionally, the Subcommittee has concerns that the current approach to the student presentations is not equitable, as some students will have two major course assignments due at the same time while others will have the ability to focus on a single major course assignment at a time.
- **Contingency:** The Subcommittee asks that the GE Goals, currently found on page 1 of the syllabus, be replaced with the Goals approved by the Office of Academic Affairs. They are currently customized to fit this individual course and the requirement of all General Education courses is to have them appear as they were officially approved. The approved General Education Goals and their corresponding ELOs can be found in an easy to copy-and-paste format on the ASC Curriculum and Assessment website at: <https://ascas.osu.edu/new-general-education-gen-goals-and-elos>.
 - **Recommendation:** If the course instructor has additional goals for the course that they'd like to place within the course syllabus, the Subcommittee recommends adding and labeling these as course goals and not General Education goals.
- **Recommendation:** The Subcommittee recommends that the course instructor clarify the day-to-day experience of students within the course syllabus. This could take the form of providing additional information on how students are expected to form their project groups, whether students in these groups are graded as a group or individually, clarifying when assignments are assigned to students versus when they are due, etc.
- **Recommendation:** The Subcommittee offers the friendly recommendation to the department to ensure that all campus statements are up-to-date for the campus-of-offering, given that the syllabus provided is from instructors on a regional campus.

I will return Chemistry 3301 to the departmental queue via curriculum.osu.edu in order to address the Subcommittee's above contingencies.

Should you have any questions regarding this feedback, please do not hesitate to reach out to Ian

Hamilton, faculty Chair of the Natural and Mathematical Sciences Subcommittee, or me.

All my best,
Michael



THE OHIO STATE UNIVERSITY

Michael Hilty

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Pronouns: he/him/his, they/them/theirs / Honorific: Mx.

BLACK LIVES MATTER

STOP AAPI HATE

DACA/undocumented ally



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