

From: [Steele, Rachel](#)
To: [Getson, Jennifer](#); [Soland, Birgitte](#)
Cc: [Podalsky, Laura](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Hilty, Michael](#); [Neff, Jennifer](#)
Subject: History 3211
Date: Monday, September 25, 2023 1:17:22 PM
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Good afternoon,

On Wednesday, Sept 13th, the Arts and Humanities 2 Subcommittee of the ASC Curriculum Committee reviewed a course proposal for History 3211.

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

- a. **Contingency:** The Subcommittee requests that the department provide more information regarding the readings for the course. Specifically, they note that the Distance Learning cover sheet (pg. 3) says that students will be expected to spend 2-4 hours per week on assigned reading, but *The Greeks: History, Culture, and Society* by Morris and Powell is listed only as a recommended text and not a required text (syllabus pgs. 8 and 19). Since the Morris and Powell text is the only assigned reading for the first six weeks of the course (syllabus pgs. 19-21), the Subcommittee asks for additional clarification in this area.
- b. **Contingency:** The Subcommittee asks that the department replace the current religious accommodations statement (syllabus pg. 19) with the university's new Religious Accommodations statement. The statement is available in an easy-to-copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](#).
- c. *Recommendation:* The Subcommittee recommends that the department consider open book exams (perhaps with a time limit) rather than closed book exams (syllabus pg. 12), as closed book exam policies are difficult to enforce in a fully asynchronous course.
- d. *Recommendation:* The Subcommittee suggests that the department consider a different title for Assignment #1 (syllabus pg. 11). Since students will actually have to successfully complete a graded quiz/assignment to get these points, re-titling the assignment (e.g. "Reading Quizzes") while perhaps mentioning in the description that this is intended to take the place of an attendance grade in a traditional, in-person course would make this clearer to students.
- e. *Recommendation:* The Subcommittee suggests that the department include in the syllabus (pg. 8) information on where students will be able to purchase, rent, or borrow the required texts.
- f. *Recommendation:* The Subcommittee recommends that the department use the most recent version of the Student Life Disability Services Statement (syllabus, pgs. 18-19), 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 History 3211 to the department queue via curriculum.osu.edu in order to address the Subcommittee's requests.

Should you have any questions about the feedback of the Subcommittee, please feel free to contact Laura Podalsky (faculty Chair of the A&H 2 Subcommittee; cc'd on this e-mail), or me.

Best,
Rachel



Rachel Steele, MA

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

Program Manager, Office of Curriculum and Assessment

College of Arts and Sciences

306 Dulles Hall 230 Annie and John Glenn Ave. Columbus, OH 43210

(614) 688-4540

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