

Good afternoon,

On Thursday, Sept.13th, the Arts and Humanities 2 Subcommittee of the ASC Curriculum Committee reviewed a new program proposal for a Certificate in History of Conflict and Diplomacy.

The Subcommittee unanimously approved the request with two contingencies, two recommendations, and one comment:

- a) **Comment:** The Subcommittee would like to thank the unit for this thoughtful and thorough proposal. They commend the unit for putting together a new certificate which will appeal to a broad spectrum of students.
- b) **Contingency:** The Subcommittee asks that the department clarify which title they plan to use for the certificate. Currently, the Program Request in curriculum.osu.edu says "Certificate in Conflict and Diplomacy in History", while the proposal (Pg. 1 and the document header throughout) refers to the program as "Certificate in History of Conflict and Diplomacy". The Subcommittee requests that the department choose one title or the other and adjust the documents accordingly.
- c) **Contingency:** The Subcommittee asks that the department provide more detailed information in the proposal (pg. 5) regarding the required student portfolio, addressing the following points:
 - i) The Subcommittee requests that the department clarify who will be evaluating the portfolio. Although it is clear that students will turn this in to one of the undergraduate advisors in the Department of History, it is unclear who will evaluate the content of the portfolios.
 - ii) The Subcommittee asks that the department add the portfolio requirement to the Advising Sheet for the certificate (proposal pg. 9). This is especially important for students and advisors outside of the Department of History, who might otherwise be completely unaware of this aspect of the program.
 - iii) The Subcommittee requests that the department re-consider the requirement that the portfolio must be turned in prior to students filing their graduation application. This timing may be problematic for several reasons:
 - (1) Students in the College of Arts and Sciences may still be taking one, two, or even three of the courses for this certificate in their final semester, and thus may not have the materials necessary to compile their portfolio at the time of their graduation application. (Most ASC Students apply for graduation at the beginning of their final semester or at the end of their penultimate semester).
 - (2) Students in other colleges (Engineering, Business, etc.) often apply for graduation up to 3 semesters before they have completed their studies (e.g., a student who is planning to graduate in SP25 may apply to graduate in early/mid SP24), thus they may only recently have started taking courses for the certificate.
 - (3) Students who are not currently in a baccalaureate program do not apply for graduation, and thus do not have a firm deadline on when they should turn this in to be awarded the certificate.

- d) *Recommendation:* The Subcommittee recommends that the department remove the clause “With ASCC approval” (syllabus pg. 4) from the sentence “With ASCC approval, students may count up to two classes toward both the certificate and their major/minor.” This is a departmental decision and is considered to be a part of the program proposal. As long the full proposal is approved, students will not need special permission of the ASCC to utilize their credits in this way.
- e) *Recommendation:* The Subcommittee notes that History 3500’s Midterm Essay Question is used as an example of a possible writing sample source for students’ portfolios (proposal pg. 5-6). However, the course is not listed above in the section that suggests courses with appropriate midterm or final exam questions (proposal pg. 5).

As a reminder, **contingencies** (in bold above) must be addressed and resubmitted via curriculum.osu.edu before a program can move forward in the approval process. *Recommendations* (in italics above) should be implemented when the program goes into effect. I will return the Certificate in History of Conflict and Diplomacy 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 Arts and Humanities 2 Subcommittee; cc’d on this e-mail), or me.

Best,
Rachel



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

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