

From: [Steele, Rachel](#)
To: [Getson, Jennifer](#); [Soland, Birgitte](#); [Levi, Scott](#)
Cc: [Podalsky, Laura](#); [Vankeerbergen, Bernadette](#); [Hilty, Michael](#); [Neff, Jennifer](#); [Hanlin, Deborah](#)
Subject: ASC 4676
Date: Wednesday, October 11, 2023 5:08:00 AM
Attachments: [image001.png](#)
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Good morning,

On Wednesday, Sept. 27th, the Arts and Humanities 2 Subcommittee of the ASC Curriculum Committee reviewed a new course proposal for Arts and Sciences 4676.

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

- a. **Contingency:** The Arts and Sciences Curriculum Committee recently updated the list of required syllabus statements for all syllabi within the college to include a statement on religious accommodations. This new, required statement is a result of a directive by the Executive Vice President and Provost and can be found here on the [ASC Curriculum and Assessment Services website](#). The Subcommittee thanks you for adding this statement to your course syllabus.
- b. **Contingency:** The Subcommittee asks that the unit change the course listing on pg. 1 of the syllabus from “History 4XXX” to “Arts and Sciences 4676”.
- c. *Recommendation:* The Subcommittee recommends that the department remove the “Grade Grievances and other Academic Complaints” section of the syllabus (pg. 7), as this course will not be housed in the History Department. Since some of the instructors listed do not have an appointment in this department, they likely cannot be subject to this governance.

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 ASC 4676 to the department queue via curriculum.osu.edu in order to address the Subcommittee’s requests. When the revised syllabus is ready for re-submission, please contact Debbie Hanlin (copied here) to get it uploaded to curriculum.osu.edu.

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.)

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