

**From:** [Steele, Rachel](#)  
**To:** [Miller, Natascha](#); [Birkhold, Matthew](#); [Taleghani-Nikazm, Carmen](#); [Peterson, Derek](#); [Gleissner, Philip](#)  
**Cc:** [Staley, David](#); [Vankeerbergen, Bernadette](#); [Hilty, Michael](#); [Steele, Rachel](#); [Neff, Jennifer](#)  
**Subject:** German/Slavic 3797.02  
**Date:** Thursday, November 2, 2023 11:38:20 AM  
**Attachments:** [image001.png](#)  
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Good morning,

On Monday, October 23<sup>rd</sup>, the Arts and Humanities 1 Subcommittee of the ASC Curriculum Committee reviewed a course proposal for German/Slavic 3797.02.

The Subcommittee unanimously approved the request with three contingencies, one recommendation, and one comment:

- **Comment:** The Subcommittee noticed that the departments are already [soliciting applications and holding informational sessions for this study abroad experience](#). They would like to remind the departments that they should not be advertising or collecting applications for this experience until the course has been approved by the Office of the University Registrar, as there are a number of reasons that this experience could be delayed within the approval process and not ready in time for a Summer 2024 launch. Additionally, the departments should not be mentioning to students that this experience is applying for and/or will be approved for the General Education, as, again, there are no guarantees that this request will be ready in time for this intended offering.
- **Contingency:** The Subcommittee was unclear in understanding the connection to German language, culture, and influence based on the materials provided within the course syllabus. They ask that this be strengthened within the course syllabus. Alternatively, they recognize that the Department of Germanic Languages and Literatures is also home to the Scandinavian and Swedish programs, and this may be where the central focus of resources/content may be intended to be located. If this is the case, they ask that this be strengthened within the course syllabus and recommend cross-listing this experience with Scandinavian or Swedish rather than German.
- **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.
- **Contingency:** The Subcommittee asks that a brief cover letter be provided that summarizes the changes made as a result of their feedback.
- **Recommendation:** The reviewing faculty offer the friendly recommendation to update the Student Life – Disability Services statement in the course syllabus, as they recently updated it for the 2023-24 academic year, as well as the Mental Health statement. The most up-to-date statements can be found [here on the ASC Curriculum and Assessment 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 German and Slavic 3797.02 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 David Staley (faculty Chair of the Arts and Humanities 1 Subcommittee; cc'd on this e-mail), or me.

Best,  
Rachel



**Rachel Steele, MA**

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

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