

From: [Neff, Jennifer](#)
To: [Miller, Natascha](#); [Birkhold, Matthew](#)
Cc: [Staley, David](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Hilty, Michael](#)
Subject: German 3253.01 & 3253.02
Date: Friday, December 15, 2023 1:01:00 PM
Attachments: [image001.png](#)

Good afternoon,

On Monday, December 4th, the Arts and Humanities 1 Subcommittee of the ASC Curriculum Committee reviewed course requests for German 3253.01 and 3253.02. The Subcommittee unanimously approved German 3253.01 with two contingencies and 3253.02 with three contingencies and one comment:

- **Contingency** for 3253.01 and 3253.02: The Subcommittee asks that the department include the Legacy General Education (GEL) Goals and ELOs for Cultures and Ideas in the syllabus (since these courses are approved to count in this category), which can be found on the [Arts and Sciences Curriculum and Assessment Services website](#).
- **Contingency** for 3253.01 and 3253.02: The Subcommittee asks that the titles in the assignment descriptions match the titles and order from the chart under “How your grade is calculated”. [3253.01 syllabus pp. 7-10; 3253.02 syllabus pp. 9-11]
- **Contingency** for only 3253.02: The Subcommittee requests that the department clarify how the 3 hours of direct instruction will be achieved each week. Given the course’s asynchronous nature, it is not entirely clear where students will be receiving the required 3 hours of direct instruction, as is the standard for a 3-credit hour course.
- Comment for only 3253.02: The Subcommittee notices that the email address provided under “Course communication guidelines” is not that of the instructor and offers a friendly reminder to the department to take care of that discrepancy. [Syllabus p. 6]

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.

I will return German 3253.01 and 3253.02 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 A&H1 Subcommittee; cc’d on this e-mail), or me.

Best,
Jennifer



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Pronouns: she/her/hers