

**From:** [Hilty, Michael](#)  
**To:** [Hamilton, Ian](#)  
**Cc:** [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Neff, Jennifer](#)  
**Subject:** EEOB 2510 & 5360  
**Date:** Friday, December 15, 2023 12:20:00 PM  
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Good afternoon Ian,

On Thursday, December 7<sup>th</sup>, the Natural and Mathematical Sciences Subcommittee of the ASC Curriculum Committee reviewed a request to add one credit hour and GEN Foundation: Natural Sciences to EEOB 2510 and a request to reduce the credit hours, change the course number and level, and change the course content for EEOB 5360. Please see below for the Subcommittee's feedback.

### **EEOB 2510**

The Subcommittee approved the proposal with one comment and two recommendations:

- **Comment:** Following the meeting of the Subcommittee, Bernadette Vankeerbergen, Assistant Dean for Curriculum, was informed by the Office of the University Registrar that the revised course cannot be submitted under the 2510 number. The course will need to be submitted as a new course with a new course number and ID number. This could, for example, be new course EEOB 2515.
- **Recommendation:** The Subcommittee recommends adding a technology statement to the course syllabus that will explain the proper utilization of technology (such as electronic devices) during class time and, especially, what options are available to students that have technology difficulties during in-class examinations.
- **Recommendation:** The Subcommittee recommends updating the Mental Health statement, as the National Suicide Hotline phone number was updated. The list of the most up-to-date statements can be found on the [ASC Curriculum and Assessment Services website](#).

### **EEOB 5360**

The Subcommittee declined to vote on the proposal at this time and would like to see the following feedback items addressed within a revision:

- The Subcommittee would like to see additional information surrounding the course project, which accounts for 50% of a student's final grade, within the course syllabus. Specifically, they would like to see how this project will be scaffolded over the course of the semester, what the expectations are for students with respect to their time (how long should they expect to spend per week on the project, when they should be expected to begin working on the project, etc.), what supports and resources the instructor will be providing to students as they work through this project, and any other information that would be relevant to student success on the course project.
- The Subcommittee would like to see clarification on the course readings within the course syllabus. Given that the course readings are not explicitly mentioned within the syllabus, it is unclear how long the instructor expects students to spend on the course readings each week and what level of rigor the readings will be (such as if there are peer-reviewed, data-intensive articles or more popular media sources). Additionally, to this point, they believe it would also be helpful to provide additional clarity to the reading summary assignments that explains to students the recommended length of the summaries to help speak to student workload expectations.
- The Subcommittee recommends adding a technology statement to the course syllabus that

will explain the proper utilization of technology (such as electronic devices) during class time and, especially, what devices students should expect to bring to each class session in order to be successful.

- The Subcommittee recommends clarifying the workload expectation statement (as found on page 1 of the syllabus) to be the standard for a 3-credit hour course. As a reminder, the standard for a 3-credit hour, 14-week semester course is that each course week should have 3 hours of direct instruction with 6 hours of out-of-classroom instruction/activities in order for a student to earn a letter grade of "C".

I will return EEOB 5360 to the departmental queue via curriculum.osu.edu in order to allow the department to submit a revision while I will return EEOB 2510 to allow the department to resubmit the course under a new number and course ID, per the Registrar's request.

Should you have any questions, please do not hesitate to reach out to me.

All my best,

Michael



**THE OHIO STATE UNIVERSITY**

**Michael Hilty**

Curriculum and Assessment Coordinator  
ASC Staff Advisory Council, Awards Chair

**The Ohio State University**

The College of Arts and Sciences  
ASC Curriculum and Assessment Services  
306A Dulles Hall  
230 Annie and John Glenn Ave, Columbus, OH 43210  
614-247-6089 Office  
[hilty.70@osu.edu](mailto:hilty.70@osu.edu) / [ascas.osu.edu](http://ascas.osu.edu)

Pronouns: he/him/his, they/them/theirs / Honorific: Mx.

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