

From: [Neff, Jennifer](#)
To: [Walton, Rachel](#); [Hawkins, Julia Hawkins](#); [Getson, Jen](#); [Reed, Christopher](#)
Cc: [Cravens-Brown, Lisa](#); Jessica.Schoen@osumc.edu; [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Hilty, Michael](#)
Subject: RE: Classics & History 3224
Date: Friday, October 4, 2024 12:09:00 PM
Attachments: [image001.png](#)

Good afternoon,

The revisions to Classics & History 3224 have been reviewed by Lisa Cravens-Brown, faculty Chair of the Themes Subcommittee 2. Unfortunately, the following contingency has not been fully satisfied:

- **Contingency:** The reviewing faculty request that the departments ensure that the Theme, particularly the “Diverse and Just” perspectives, be consistently integrated throughout all course activities and assessments, including the midterm exam. For example, midterm questions should require to students to apply concepts related to the Theme.

Lisa notes and appreciates that the departments added a sentence to the description of the Reflection/Source Analysis papers and a sentence to the Midterm description, but otherwise the syllabi remain unchanged. She offers the following additional feedback regarding specific aspects of the syllabi that should be revised to address the contingency:

- The syllabi mention immigration many times, but the Theme constructs of diversity and justice are mentioned very rarely (for example, the word "justice" appears 4 times and only in the ELOs/Goals provided by the GEs; the word "diversity" appears 5 times, in the ELO/Goals and in the diversity statement from the university).
- The Subcommittee requested that the Theme be woven into every aspect of this course so that it is obvious to students how this course represents all areas of the Theme, but it is not clear how the readings engage the Theme constructs, other than some mention of Citizenship.
- It is still possible for students to write the final exam without engaging the Theme, as there is no indication that the final paper (or the reflections, for that matter) will be graded in such a way that if theme constructs are NOT engaged, students’ grades are affected (i.e., there is nothing in the rubric that indicates the theme constructs must be engaged).

I will return Classics & History 3224 to the department queues via curriculum.osu.edu in order to address the above feedback.

Should you have any questions, please feel free to reach out to Lisa Cravens-Brown or me.

Best,
Jennifer



Jennifer Neff

Curriculum and Assessment Assistant

The Ohio State University

College of Arts and Sciences

ASC Curriculum and Assessment Services

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Pronouns: she/her/hers

From: Neff, Jennifer

Sent: Monday, September 16, 2024 1:24 PM

To: Walton, Rachel <walton.640@osu.edu>; Hawkins, Julia Hawkins <hawkins.552@osu.edu>;
Getson, Jen <getson.3@osu.edu>; Reed, Christopher <reed.434@osu.edu>

Cc: Cravens-Brown, Lisa <cravens-brown.1@osu.edu>; Jessica.Schoen@osumc.edu; Vankeerbergen,
Bernadette <vankeerbergen.1@osu.edu>; Steele, Rachel <steele.682@osu.edu>; Hilty, Michael
<hilty.70@osu.edu>

Subject: Classics & History 3224

Good afternoon,

On Thursday, September 5th, the Themes II Subcommittee of the ASC Curriculum Committee and the Theme Advisory Group for Citizenship for a Diverse and Just World reviewed a GEN Theme: CDJW request for Classics & History 3224.

The reviewing faculty approved the request with the following feedback:

- **Contingency:** The reviewing faculty request that the departments ensure that the Theme, particularly the “Diverse and Just” perspectives, be consistently integrated throughout all course activities and assessments, including the midterm exam. For example, midterm questions should require to students to apply concepts related to the Theme.
- **Contingency:** The reviewing faculty request that the department remove the Traditions, Cultures and Transformations Goals and ELOs along with additional references to the TCT Theme from the syllabus. [Syllabus pp. 4-6]
- **Contingency:** The reviewing faculty request that the department add the required religious accommodations statement into the syllabus. The Arts and Sciences Curriculum Committee has updated the list of required syllabus statements for all syllabi to include a statement on religious accommodations. This required statement is a result of a directive by the Executive Vice President and Provost and can be found in an easy to copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](#). Please note that the link to religious holidays, holy days and observances at the end of the statement is also required to be included in the syllabus.
- **Contingency:** The reviewing faculty ask that the unit provide a cover letter that details

the changes that are made to the proposal in response to this feedback.

- *Recommendation*: The reviewing faculty recommend that the department use the most recent version of the Student Life Disability Services Statement, which was updated in summer of 2024. The updated statement can be found in an easy to copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](#). [Syllabus p. 8]

As a reminder, **contingencies** (in bold above) must be addressed and resubmitted via curriculum.osu.edu before this course can move forward in the approval process.

Recommendations (in italics above) should be implemented when the course is next taught.

I will return Classics & History 3224 to the department queues via curriculum.osu.edu in order to address the above feedback.

Should you have any questions about the feedback of the Subcommittee, please feel free to contact Lisa Cravens-Brown, faculty Chair of the Themes II Subcommittee, or me.

Best,
Jennifer



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