

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: Classics & History 3224
Date: Monday, September 16, 2024 1:24:00 PM
Attachments: [image001.png](#)

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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Pronouns: she/her/hers