

From: [Neff, Jennifer](#)
To: [Melamed, David](#); [Williams, Kristi L.](#)
Cc: [Nathanson, Amy I.](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Hilty, Michael](#)
Subject: RE: First-Year Seminar, "What Happens in Small Groups"
Date: Wednesday, May 8, 2024 3:15:00 PM
Attachments: [image001.png](#)

Good afternoon,

On Friday, April 26th, the Social and Behavioral Sciences Subcommittee of the ASC Curriculum Committee reviewed your revised proposal for a new first-year seminar, "What Happens in Small Groups".

I am pleased to report that the Subcommittee unanimously approved the proposal with **three contingencies** and two comments:

- **Contingency:** The Subcommittee asks that the instructor label the academic misconduct statement as such instead of student misconduct, which has a different meaning and could cause confusion. [Syllabus p. 8]
- **Contingency:** The Subcommittee notes that the Student Life Disability Services statement is split and labeled as two separate statements. The Subcommittee requests that the instructor keep the two short paragraphs together under the title "Disability Services". [Syllabus p. 8]
- **Contingency:** The Subcommittee requests that the instructor include the link to religious holidays, holy days and observances to the end of the religious accommodations statement, as it is part of the required language. The link can be found in an easy to copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](#). The Subcommittee thanks you for adding this to your course syllabus. [Syllabus p. 9]
- The Subcommittee appreciates the work that the instructor has put into this revision and offers the following friendly advice in hopes of getting this course filled with as many students as possible:
 - The Subcommittee notes that the instructor has removed the research proposal altogether in response to their previous feedback. While the Subcommittee does not disagree with this choice, they suggest including another small assignment such as weekly journal entries to make up for the absence of the bigger end of semester assignment.
 - The Subcommittee finds the new course title and description to be more intriguing, but still sees potential for the description (specifically the description that will be posted on the first-year seminar website) to be more attention-grabbing (i.e., with a reference to popular events or trends).

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

Should you have any questions about the feedback of the Subcommittee, do not hesitate to contact Amy Nathanson (faculty Chair of the SBS Subcommittee; cc'd here), or me.

Please feel free to send a revised syllabus to me, and I will then submit it for final approval.

Best,
Jennifer



THE OHIO STATE UNIVERSITY

Jennifer Neff

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Pronouns: she/her/hers

From: Neff, Jennifer

Sent: Thursday, March 14, 2024 10:15 AM

To: Melamed, David <melamed.9@osu.edu>; Williams, Kristi L. <williams.2339@osu.edu>

Cc: Nathanson, Amy I. <nathanson.7@osu.edu>; Vankeerbergen, Bernadette <vankeerbergen.1@osu.edu>; Steele, Rachel <steele.682@osu.edu>; Hilty, Michael <hilty.70@osu.edu>

Subject: First-Year Seminar, "Group Processes"

Good morning,

On Friday, March 1st, the Social and Behavioral Sciences Subcommittee of the ASC Curriculum Committee reviewed your proposal for a new first-year seminar, "Group Processes."

The Subcommittee did not vote on the proposal as they would like the following points addressed:

- The Subcommittee worries that the abstract nature of the course description and the simple title will not grab the attention of first-year students. The Subcommittee recommends that the instructor lay out what the course entails in a clear yet dynamic way. Additionally, the Subcommittee recommends considering a more zestful title, as course titles for first-year seminars are commonly a fun play on words or something that stands out in order to make courses more attractive to students. The Subcommittee offers this friendly advice in hopes of filling as many seats in the course as possible. Some first-year seminars with notable examples of grabbing titles/descriptions are as follows: [The School to Prison Pipeline](#), [Political Courage](#), [What's Love Got to Do With It? Women, Men, and Romance](#), and [Baseball Economics](#).
- The Subcommittee notices that the coursework seems heavy for a first-year seminar. The Subcommittee requests more information on the details of the assignments, specifically how participation will be evaluated and how the requirements of the research proposal will not exceed the 1-credit hour work expectations. Based on the details present in the current syllabus, the research proposal might go beyond the scope of first-year students' skills.
- The Subcommittee offers the advice that students often find presentations intimidating, especially first-year students, and this might steer them away from the course.

The Subcommittee requests that the meeting time be adjusted to satisfy the 55-minute meeting requirement for first-year seminars.

- The Subcommittee requests that each university statement be clearly labeled with a header in order to be more easily identifiable.
- The Subcommittee requests that the Student Life Disability Services Statement on page 10 of the syllabus be removed, as this version is outdated. The statement on page 8 of the syllabus is correct.
- The Subcommittee would like to inform the instructor that though the Religious Accommodations Statement on page 8 of the syllabus included the proper language at the time of submission, the statement has since been updated as of March 1st, 2024. The Subcommittee asks that the instructor include in the syllabus the most recent version of this statement, which can be found in an easy to copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](#).
- The Subcommittee notices a minor typo in the credit hours and work expectations statement in the syllabus, where it seems the letter 'q' was keyed instead of the number '1', and kindly asks the instructor to correct this small mistake.

Should you have any questions about the feedback of the Subcommittee, do not hesitate to contact Amy Nathanson (faculty Chair of the SBS Subcommittee; cc'd here), or me.

Please feel free to send a revised syllabus to me, and I will then submit it for final approval.

Best,
Jennifer



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