

From: [Hilty, Michael](#)
To: [Hewitt, Elizabeth](#); [Ramsey, MaryKatherine](#)
Cc: [Staley, David](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Neff, Jennifer](#)
Subject: English 3000
Date: Tuesday, April 2, 2024 4:31:00 PM
Attachments: [image001.png](#)
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Good afternoon Beth and MaryKatherine,

On Tuesday, March 19th, the Arts and Humanities 1 Subcommittee of the ASC Curriculum Committee reviewed a distance learning proposal for English 3000.

I am pleased to report that the Subcommittee unanimously approved the request with seven contingencies and two recommendations:

- **Contingency:** The Subcommittee asks that, within curriculum.osu.edu, the department denote that this is a 100% distance learning request. Currently, the “Does any section of this course have distance education component?” section is marked as “No”.
- **Contingency:** The Subcommittee asks that any references to this course being a 2367 or fulfilling the Goals and ELOs for “second-level writing” or GEL Writing and Communication – Level 2 be removed from the syllabus.
- **Contingency:** The Subcommittee asks that the course syllabus list the GEN Theme: Citizenship for a Diverse and Just World ELOs and brief explanation paragraph explaining to students how they will fulfill the GEN Theme: Citizenship for a Diverse and Just World ELOs. While the Subcommittee noted that the ELOs did appear in the appendix on pages 30-31, they should be with the GEN Goals earlier in the syllabus, as found on page 3. Only the GEN Theme Goals are listed on page 3 of the syllabus. The GEN Goals and ELOs can be found [here on the ASC Curriculum and Assessment Services website](#).
- **Contingency:** The Subcommittee asks that on page 3 of the syllabus, the header of “Course Expected Learning Outcomes” be changed, as the items underneath are the GEN Theme: Citizenship for a Diverse and Just World Goals and not course ELOs.
- **Contingency:** The Subcommittee asks that on page 30, in the appendix, the phrase “English 3000 fulfills the Themes – Citizenship for a Diverse and Just World GE requirement” be reworded, as English 3000 does not fulfill the entirety of the Theme on its own. As an alternative, the Subcommittee suggests adding language along the lines of “English 3000 is in partial fulfillment of GEN Theme: Citizenship for a Diverse and Just World”.
- **Contingency:** The Subcommittee asks that the Religious Accommodation statement be updated within the course syllabus. On March 1st, 2024, the Arts and Sciences Curriculum Committee updated the required statement to be in compliance with the new statement, which was provided by the Office of Undergraduate Education and vetted by the Office of Legal Affairs. The newly updated statement has been updated on the [syllabus elements page of the ASC Curriculum and Assessment Services website](#).
- **Contingency:** The Subcommittee asks that the appendix entry surrounding the Embedded Literacies: Advanced Writing be removed from the syllabus. English 3000 is not approved as fulfilling the Embedded Literacies for the English major. Additionally, the Subcommittee strongly recommends against including embedded literacy information within course syllabi, as non-English majors can enroll in this course and this course would not fulfill this requirement for students outside of the department.
- **Recommendation:** The Subcommittee recommends placing the information surrounding the weekly pacing of the course and where students can expect to find the direct instructional time within the course syllabus. This information can be very valuable to students so they can effectively manage their time and understand the pacing of the course.

Recommendation: The Subcommittee recommends updating the Student Life – Disability Services statement, as it was updated for the 2023-2024 academic year. The most up-to-date syllabus statements can be found on the [ASC Curriculum and Assessment Services website](#).

I will return English 3000 to the departmental queue to address the Subcommittee’s feedback above.

Should you have any questions, please do not hesitate to reach out to David Staley, faculty Chair of the Arts and Humanities 1 Subcommittee, or me.

All my best,
Michael



THE OHIO STATE UNIVERSITY

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

BLACK LIVES MATTER

STOP AAPI HATE

DACA/undocumented ally



I acknowledge that the land that The Ohio State University occupies is the ancestral and contemporary territory of the Shawnee, Potawatomi, Delaware, Miami, Peoria, Seneca, Wyandotte, Ojibwe and Cherokee peoples. Specifically, the university resides on land ceded in the 1795 Treaty of Greeneville and the forced removal of tribes through the Indian Removal Act of 1830. I honor the resiliency of these tribal nations and recognize the historical contexts that has and continues to affect the Indigenous peoples of this land.