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Cc: [Podalsky, Laura](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Hilty, Michael](#)
Subject: Ethnic Studies 3572 & 3408
Date: Wednesday, April 3, 2024 1:54:00 PM
Attachments: [image001.png](#)

Good afternoon,

On Wednesday, March 27th, the Arts and Humanities 2 Subcommittee of the ASC Curriculum Committee reviewed new course proposals for Ethnic Studies 3572 & 3408.

I am pleased to report that the Subcommittee approved the courses with the following feedback:

- Ethnic Studies 3572
 - **Comment:** The Subcommittee notices that the assignment deadlines are not evenly paced and are heavier toward the end of the course with the community project and final project. The Subcommittee notes that this may prove challenging for students and advises the unit to consider adjusting certain deadlines.
 - **Comment:** The Subcommittee notes that the Community Project comprises a notable portion of the final grade and believes that it may be useful to provide additional information describing the nature of the project (e.g., details regarding how the contribution of each member of the group will be assessed and whether students will receive instruction on how to create an infographic as a distinct format). [Syllabus pp. 11, 13]
 - **Contingency:** The Subcommittee requests that the unit remove the reference to the course as taking place online. [Syllabus, p. 15]
 - **Contingency:** The Subcommittee requests that the unit include information in the syllabus indicating where the required and recommended course readings will be available (e.g., if readings will be made available on Carmen, if they are available at OSU bookstores, etc.). [Syllabus p. 9]
 - **Contingency:** The Arts and Sciences Curriculum Committee recently (03-01-2024) updated the list of required syllabus statements for all syllabi to include a new statement on religious accommodations. The new version of this required statement is a result of a directive by the Executive Vice President and Provost and can be found here on the [ASC 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. The Subcommittee thanks you for adding this revised statement to your course syllabus. [Syllabus pp. 18-19]
 - **Recommendation:** The Subcommittee recommends that the syllabus encourage students to use Microsoft 365 rather than Google apps, which have not been vetted for student privacy and data security. For more information regarding this, please see this posting on the [OSU Office of Technology and Digital Innovation website](#). [Syllabus p. 8]
- Ethnic Studies 3408
 - **Contingency:** The Subcommittee requests that the unit seek concurrence with the Department of English, as they have a history of courses that work with graphic novels and would likely want to be aware of the creation of this course.

Contingency: The Subcommittee requests that the unit refrain from stating that this course “fulfills” the Theme so as not confuse students into thinking that this one course satisfies the Themes requirements. Instead, the Subcommittee suggests stating that this course has been approved in the GEN Theme category Migration, Mobility, and Immobility. Though this Subcommittee does not review for the Themes, they want to bring this to the unit’s attention in hopes of making that step of the approval process as quick as possible. [Syllabus p. 1]

- **Contingency:** The Arts and Sciences Curriculum Committee recently (03-01-2024) updated the list of required syllabus statements for all syllabi to include a new statement on religious accommodations. The new version of this required statement is a result of a directive by the Executive Vice President and Provost and can be found here on the [ASC 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. The Subcommittee thanks you for adding this revised statement to your course syllabus. [Syllabus p. 6]
- *Recommendation:* The Subcommittee offers their compliments to the unit regarding this exciting course with such interesting readings. The Subcommittee notes that the syllabus states that readings will be available through the University Libraries but recommends that the unit clarify whether the primary sources will be available in electronic versions on Carmen or will *only* be available in hard copies at a University Library. If the latter, the Subcommittee recommends that the unit consider how students will share these texts when availability is limited. [Syllabus p. 3]
- *Recommendation:* The Subcommittee finds the assignment to create a comic to be a fun experience for students but recommends explicitly stating, perhaps earlier in the syllabus before the assignment description, that students will be properly guided through this process so they do not fret over their possibly limited creative skills.
- *Recommendation:* The Subcommittee recommends that the unit include clarification in the syllabus that the required meeting with the instructor can occur during office hours or at another mutually agreed upon time and that it can take place in-person or via Zoom. As a graded aspect of the course, it is important to ensure this flexibility for students. [Syllabus p. 4]

As a reminder, **contingencies** (in bold above) must be addressed and resubmitted via curriculum.osu.edu before the courses can move forward in the approval process to one of the Themes Subcommittees for approval as Themes courses. *Recommendations* (in italics above) should be implemented when the course is next taught.

I will return Ethnic Studies 3572 & 3408 to the unit queue via curriculum.osu.edu in order to address the Subcommittee’s requests.

Should you have any questions about the feedback of the Subcommittee, please feel free to contact Laura Podalsky (faculty Chair of the A&H2 Subcommittee; cc’d on this e-mail), or me.

Best,
Jennifer



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Pronouns: she/her/hers