

Speech and Hearing Science 3350

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Cc: Nathanson, Amy <nathanson.7@osu.edu>; Vankeerbergen, Bernadette <vankeerbergen.1@osu.edu>; Hilty, Michael <hilty.70@osu.edu>; Steele, Rachel <steele.682@osu.edu>; Neff, Jennifer <neff.363@osu.edu>

Good morning,

On Friday, May 10th, the Social and Behavioral Sciences Subcommittee of the ASC Curriculum Committee reviewed a course proposal for Speech and Hearing Sciences to be approved for Distance Learning.

The Subcommittee unanimously approved the request with five contingencies and two recommendations:

- a) **Contingency:** The Subcommittee asks that the department provide additional information in the syllabus about the discussion forums (pg. 3), including due dates (or a regular weekly schedule) for the initial discussion posts and students' responses to their peers' posts, information about the required length of the posts and responses, and guidelines regarding how the discussions will be assessed.
- b) **Contingency:** The Subcommittee requests that the department provide additional information in the syllabus about the final exam (syllabus pg. 7) including details about the length of the exam, the format of the questions (e.g. essay, multiple choice, etc.), how the exam will be administered (e.g. take home, synchronously online, etc.), and how long students will have to complete the exam.
- c) **Contingency:** The Subcommittee asks that the department alter the syllabus to clarify the format of the course for students. Pg. 2 of the syllabus explains that "There are no required sessions when you must be logged in to Carmen at a scheduled time" and pg. 2 of the Distance Learning Cover sheet says that "All required course content will be completed asynchronously." However, there are several references in the syllabus (pgs. 3, 8) to a synchronous meeting for the group presentations. The department is welcome to alter the course syllabus to incorporate a synchronous meeting for the presentation (as long as students receive clear, non-contradictory information about this); however, the Subcommittee offers the friendly suggestion that the presentations could be completed in an asynchronous format, thus providing some flexibility for students who are interested in a fully asynchronous experience.
- d) **Contingency:** The Subcommittee recommends that the department use the most recent version of the Student Life Disability Services Statement (syllabus, pg. 13), which was updated to reflect the university's new COVID-19 policies in August 2023. The updated statement can be found in an easy-to-copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](#).
- e) **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 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](#). The Subcommittee thanks you for adding this statement to your course syllabus. Please note that the link at the bottom of the statement ("Policy: Religious Holidays, Holy Days, and Observances") must be included with the statement to fully comply with the law.
- f) *Recommendation:* The Subcommittee recommends that the department update the Title IX statement (syllabus pg. 13), as Kellie Brennan no longer works for the university. An updated statement can be found in an easy-to-copy/paste format on the [ASCCAS website](#).
- g) *Recommendation:* The Subcommittee recommends that the department use the most recent version of the Mental Health Statement (syllabus, pg. 13-14), as the name and phone number of the Suicide/Crisis hotline have changed. The updated statement can be found in an easy-to-copy/paste format on the [ASCCAS website](#).

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 to OAA. *Recommendations* (in italics above) should be implemented when the course is next taught. I will return SHS 3350 to the department 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 Amy Nathanson (faculty Chair of the SBS Subcommittee; cc'd on this e-mail), or me.

Best,
Rachel



Rachel Steele, MA

(Pronouns: she/her/hers / Honorific: Ms.)

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