

From: [Neff, Jennifer](#)
To: [Getson, Jen](#); [Reed, Christopher](#)
Cc: [Cravens-Brown, Lisa](#); [Conroy, Maria](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Hilty, Michael](#)
Subject: History 3700
Date: Monday, September 16, 2024 1:21:00 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 Sustainability reviewed a GEN Theme: Sustainability request for History 3700.

The reviewing faculty approved the request with the following feedback:

- **Contingency:** The reviewing faculty are concerned that the course may assume an understanding of the Theme without providing sufficient critical reflection in the historical context. With this, since the Theme does not emerge as a conscious focus until later in the history, the reviewing faculty ask that the course incorporate reflection of the Theme early on in the course.
- **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 syllabus outline how students are expected to engage in self-reflection within the context of the discussions in order to connect the assignment with ELO 2.2.
- *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 14]
- *Recommendation:* The reviewing faculty recommend that the department ensure that the reference to the [Office of Institutional Equity](#) in the religious accommodations statement is a hyperlink to the office's email. [Syllabus p. 15]
- *Recommendation:* The reviewing faculty recommend that the department remove the reference in the syllabus to Kellie Brennan as the Ohio State Title IX Coordinator, as she is no longer with the university. [Syllabus p. 13]

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 History 3700 to the department queue via curriculum.osu.edu in order to address the above feedback.

Should you have any questions about the feedback of the reviewing faculty, please feel free to contact Lisa Cravens-Brown (faculty Chair of the Themes II Subcommittee), Maria Conroy

(faculty Chair of the Theme Advisory Group: Sustainability) or me.

Best,
Jennifer



THE OHIO STATE UNIVERSITY

Jennifer Neff

Curriculum and Assessment Assistant

The Ohio State University

College of Arts and Sciences

ASC Curriculum and Assessment Services

306A Dulles Hall, 230 Annie and John Glenn Ave, Columbus, OH 43210

614-292-3901 / ascas.osu.edu

Pronouns: she/her/hers