

From: [Neff, Jennifer](#)
To: [Arceno, Mark Anthony](#); [Perez, Ashley](#)
Cc: [Dugdale, Tom](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Hilty, Michael](#)
Subject: Religious Studies 3777 & 3888
Date: Wednesday, September 11, 2024 10:01:00 AM
Attachments: [image001.png](#)

Good morning,

On Tuesday, September 3rd, the Arts and Humanities 1 Subcommittee of the ASC Curriculum Committee reviewed new course requests for Religious Studies 3777 & 3888 (<https://ascnet.osu.edu/request/6037>; <https://ascnet.osu.edu/request/6036>). I am pleased to report that the Subcommittee approved the requests with the following feedback:

- Religious Studies 3777
 - Comment: The Subcommittee commends the department for the submission of such a well-designed and structured syllabus, as it provides a clear framework for the course.
 - *Recommendation:* The Subcommittee recommends that the course credit hours as well as contact hours be stated in the syllabus. The credit hours can simply be stated at the top of the syllabus and the contact hours can be indicated by stating the length and frequency of the course meetings (e.g., 80 minutes twice weekly) or by including a credit hour expectation statement into the syllabus such as the following:
 - This is a 3-credit hour course. According to Ohio State policy (go.osu.edu/credithours) students should expect around 3 hours per week of time spent on direct instruction (instructor content and recitation activities, for example) in addition to 6 hours of homework (reading and assignment preparation, for example) to receive a grade of (C) average.
 - *Recommendation:* The Subcommittee asks 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. Additionally, the Subcommittee asks that the link below be added to the bottom of the religious accommodations statement, as it is a part of the required text. Please feel free to copy and paste these two links into the statement directly from the Subcommittee's feedback. Otherwise, the full statement with the links can be found in an easy to copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](#). [Syllabus pp. 8-9]
 - **(Policy: [Religious Holidays, Holy Days and Observances](#))**
 - *Recommendation:* The Subcommittee recommends 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 p. 8]

Religious Studies 3888

- **Contingency:** The Subcommittee requests that the department seek concurrence with the Department of Philosophy and the Department of Sociology, as they both offer courses (Sociol 2290 & Philos 2465) with content overlap.
- *Recommendation:* The Subcommittee recommends that the course credit hours as well as contact hours be stated in the syllabus. The credit hours can simply be stated at the top of the syllabus and the contact hours can be indicated by stating the length and frequency of the course meetings (e.g., 80 minutes twice weekly) or by including a credit hour expectation statement into the syllabus such as the following:
 - This is a 3-credit hour course. According to Ohio State policy (go.osu.edu/credithours) students should expect around 3 hours per week of time spent on direct instruction (instructor content and recitation activities, for example) in addition to 6 hours of homework (reading and assignment preparation, for example) to receive a grade of (C) average.
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 - **(Policy: [Religious Holidays, Holy Days and Observances](#))**
- *Recommendation:* The Subcommittee recommends 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 p. 10]

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

Recommendations (in italics above) should be implemented when the course is next taught.

I will return Religious Studies 3888 to the department queue via curriculum.osu.edu in order to address the Subcommittee's requests. Religious Studies 3777 will continue through the approval process to one of the Themes Subcommittees for review as a GEN Theme: Health and Wellbeing course.

Should you have any questions, please feel free to contact Tom Dugdale, faculty Chair of the A&H1 Subcommittee, or me.

Best,
Jennifer



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Pronouns: she/her/hers