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To: [Willging, Jennifer](#); [Lang, Matthew](#)
Cc: [Dugdale, Tom](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Hilty, Michael](#)
Subject: French 3803
Date: Wednesday, September 11, 2024 10:02:00 AM
Attachments: [image001.png](#)

Good morning,

On Tuesday, September 3rd, the Arts and Humanities 1 Subcommittee of the ASC Curriculum Committee reviewed a new course request for French 3803 (<https://ascnet.osu.edu/request/6038>). The Subcommittee approved the request with the following feedback:

- **Comment:** The Subcommittee notes that the course calendar seems to indicate that only parts of the course materials will be assigned. If this is the case, the course materials section of the syllabus should indicate that only excerpts from *all* of the pieces will be assigned. If this is not the case and some pieces will be fully assigned, then the syllabus should list them as required texts that students must purchase. [Syllabus pp. 3-4]
- **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. [Syllabus p. 8]
- **Contingency:** The Subcommittee requests 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 pp. 9-10]
- **Contingency:** The reviewing faculty notice that the Citizenship for a Diverse and Just World Theme is not mentioned in the heading of its Goals and ELOs. Please clearly indicate that these are the goals and expected learning outcomes of the GEN Theme Citizenship for a Diverse and Just World. [Syllabus pp. 1-2]
- *Recommendation:* The Subcommittee recommends that the department adjust the grade scale to use letter 'E' rather than 'F' for 0-64, as the university does not use that mark. [Syllabus p. 4]

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

I will return French 3803 to the department queue via curriculum.osu.edu in order to address

the Subcommittee's requests.

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