

From: [Neff, Jennifer](#)
To: [Banks, Eva-Marie](#); [Hedgecoth, David](#)
Cc: [Dugdale, Tom](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Hilty, Michael](#)
Subject: Music 2200.13
Date: Thursday, September 26, 2024 3:25:00 PM
Attachments: [image001.png](#)

Good afternoon,

On Tuesday, September 17th, the Arts and Humanities 1 Subcommittee of the ASC Curriculum Committee reviewed a new course request for Music 2200.13 (<https://ascnet.osu.edu/request/6041>). I am pleased to report that the Subcommittee approved the request with the following feedback:

- **Contingency:** The Subcommittee requests that the list of courses at the beginning of the syllabus be removed. The Subcommittee is only reviewing and approving Music 2200.13 at this time.
- *Recommendation:* The Subcommittee recommends that the School list the practice hour dates and times in the syllabus so that students have this information. [Syllabus p. 1]
- *Recommendation:* The Subcommittee recommends that the section including information on grading be formatted as a bulleted list rather than in narrative form so that it is easier to understand at a glance. [Syllabus p. 2]
- *Recommendation:* The Subcommittee recommends that the School adjust the grade scale to use letter 'E' rather than 'F' for 0-62%, as the university does not use that mark. [Syllabus p. 2]
- *Recommendation:* The Subcommittee recommends that the School 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. 3]

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 Music 2200.13 to the unit 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