

From: [Neff, Jennifer](#)
To: [Ramsey, MaryKatherine](#); [Hewitt, Elizabeth](#); [Higginbotham, Jennifer](#)
Cc: [Dugdale, Tom](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Hilty, Michael](#)
Subject: English 3395
Date: Thursday, September 26, 2024 3:23:00 PM
Attachments: [image001.png](#)

Good afternoon,

On Tuesday, September 17th, the Arts and Humanities 1 Subcommittee of the ASC Curriculum Committee reviewed a DL request for English 3395 (<https://ascnet.osu.edu/request/6056>). I am pleased to report that the Subcommittee approved the request with the following feedback:

- **Comment:** The Subcommittee commends the department for the thoughtful language employed in the syllabus regarding tone, civility and collaboration.
- **Recommendation:** The Subcommittee would like to reiterate the feedback provided to the department upon DL review and recommends that the syllabus include additional information regarding how the quizzes will be administered, (such as when they will open and close for students to take) as well as more information on the active reading response. [Syllabus pp. 11-12]
- **Recommendation:** The Subcommittee notes that the order of the assignment descriptions does not match the order of the assignments listed in the grade breakdown and recommends that this be reorganized to prevent confusion. [Syllabus pp. 9-13]
- **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. 17]

As a reminder, *recommendations* (in italics above) should be implemented when the course is next taught.

English 3395 will continue through the approval process to OAA.

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