

From: [Neff, Jennifer](#)
To: [Tuxbury-Gleissner, Philip](#); [Ernst, Joe](#); [Miller, Natascha](#); [Grotans, Anna](#); [Carmichael, Phoebe](#); [Nagar, Ila](#)
Cc: [Koehnlein, Bjoern](#); [Podalsky, Laura](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Hilty, Michael](#)
Subject: German, Slavic, and South Asian Studies 3456
Date: Wednesday, October 23, 2024 10:10:00 AM
Attachments: [image001.png](#)

Good morning,

On Wednesday, October 9th, the Arts and Humanities 2 Subcommittee of the ASC Curriculum Committee reviewed new course requests for cross-listed courses German/Slavic/South Asian Studies 3456.

The Subcommittee unanimously approved the requests with the following feedback:

- **Contingency:** The Subcommittee notes that the credit hour expectation statements mentions that the course will require 9 credit hours of engagement rather than 12, which is what is required of a 4-credit course (syllabus p. 5). The Subcommittee is unsure if this is a simple mistake left over from a statement copied from a 3-credit course or if the departments have planned the course for the incorrect number of credit hours. Due to this uncertainty, the Subcommittee requests that the departments clarify the asynchronous component of the course. The expectation is that 80 minutes of regular substantive interaction (RSI; defined by the ASC Office of Distance Education [here](#)) be provided in the asynchronous sessions in addition to the 80 minutes of the in-person lecture/panel sessions held on Wednesdays and the 55 minute breakout groups on Friday. It is also important to remember that the 80 minutes of asynchronous teaching will also need to be complemented by the appropriate amount of out-of-class work (like for the in-person portions of the course). Given that the course is 4 credit hours, it is anticipated that the volume of homework should be roughly double that of the RSI which would bring the weekly credit hour expectation to 12. The Subcommittee asks that this be laid out in the syllabi to determine whether the workload has been adequately factored into the design of the course. The Subcommittee adds that addressing this now will help facilitate a smoother review process when the course is presented to the Themes Subcommittee for review as a GEN Theme course with HIP.
- **Recommendation:** The Subcommittee notes that the syllabi mention breakout groups in reference to the small groups in which students will conduct discussion and recommends that the syllabi clarify that these groups will convene in person, as students are quick to associate the term “breakout” with the Zoom feature. [Syllabi p. 4]
- **Recommendation:** The Subcommittee recommends that the top of the first page of the syllabus indicate that the Wednesday sessions are lecture/panel sessions and Friday sessions are the discussion groups.
- **Recommendation:** The Subcommittee recommends that the department use the most recent version of the university’s recently updated diversity statement if they wish to keep it in the syllabus. The updated statement can be found in an easy to copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](#). [Syllabi

pp. 13-14]

- *Recommendation*: The Subcommittee recommends 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. Please feel free to copy and paste this link into the statement directly from the Subcommittee's feedback. Otherwise, the full statement with the link can be found in an easy to copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](#). [Syllabi p. 16]

As a reminder, **contingencies** (in bold above) must be addressed and resubmitted via curriculum.osu.edu before the courses can move forward in the approval process to one of the Themes Subcommittees for approval as Themes courses. *Recommendations* (in italics above) should be implemented when the courses are next taught.

I will return the courses to each department queue via curriculum.osu.edu in order to address the Subcommittee's requests.

Should you have any questions about the feedback of the Subcommittee, please feel free to contact Björn Köhnlein (acting faculty Chair of the A&H2 Subcommittee; cc'd on this e-mail), 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