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## Pharmacy 3710

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**From** Steele, Rachel <steele.682@osu.edu>

**Date** Mon 9/29/2025 9:17 AM

**To** Bowman, Michael <bowman.979@osu.edu>; Newman, Leslie <newman.439@osu.edu>

**Cc** Tuxbury-Gleissner, Philip <tuxbury-gleissner.1@osu.edu>; Vankeerbergen, Bernadette <vankeerbergen.1@osu.edu>; Neff, Jennifer <neff.363@osu.edu>

Good morning,

On 09-16-2025, the ASCCAS Office received a revision of Pharmacy 3710, which was approved with contingency at the 08-28-2025 Themes I Subcommittee meeting. The chair of the Subcommittee has reviewed the revision, and has asked for further clarification:

The Subcommittee chair appreciated the reference to the platform for accessing the recorded lectures. However, it is still not completely clear from the syllabus how this platform is utilized--how many lectures students watch per week, how long they are, what topics they cover, when they become available, and how student engagement with their content is assessed. As the recorded lectures are a central tool for instructor engagement that provides advanced and in-depth scholarly exploration (ELO 1.2), the Subcommittee asks that the department provide throughout the syllabus more details that explain to students the form of the online lectures.

I will return the course to the department in curriculum.osu.edu for further revision. Should you have any questions, please do not hesitate to reach out to Philip Tuxbury-Gleissner, chair of the Themes I Subcommittee, or me.

Best,  
Rachel



**Rachel Steele, MA**

(Pronouns: she/her/hers / Honorific: Ms.)

Program Manager, Office of Curriculum and Assessment

**College of Arts and Sciences**

306 Dulles Hall 230 Annie and John Glenn Ave. Columbus, OH 43210

(614) 292-7226

Member, University Conduct Board

Graduate Student, History of Art

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I acknowledge that the land that The Ohio State University occupies is the ancestral and contemporary territory of the Shawnee, Potawatomi, Delaware, Miami, Peoria, Seneca, Wyandotte, Ojibwe and

Cherokee peoples. Specifically, the university resides on land ceded in the 1795 Treaty of Greeneville and the forced removal of tribes through the Indian Removal Act of 1830. I honor the resiliency of these tribal nations and recognize the historical contexts that has and continues to affect the Indigenous peoples of this land.

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**From:** Steele, Rachel <steele.682@osu.edu>

**Sent:** Wednesday, September 10, 2025 12:50 PM

**To:** Bowman, Michael <bowman.979@osu.edu>; Newman, Leslie <newman.439@osu.edu>

**Cc:** Tuxbury-Gleissner, Philip <tuxbury-gleissner.1@osu.edu>; Vankeerbergen, Bernadette <vankeerbergen.1@osu.edu>; Neff, Jennifer <neff.363@osu.edu>; Steele, Rachel <steele.682@osu.edu>

**Subject:** Pharmacy 3710

Good afternoon,

On Thursday, August 28th, the Themes I Subcommittee of the ASC Curriculum Committee reviewed a proposal for Pharmacy 3710 to be included in the GEN Theme: Traditions, Cultures, and Transformations.

The Subcommittee unanimously approved the request with three contingencies and one comment:

- a) **Comment:** The Subcommittee greatly appreciates the unit's attention to their prior feedback; they find the course to be much improved and are excited to have it be a part of the GEN category.
  - b) **Contingency:** The Subcommittee requests that the department provide a cover letter outlining the changes made to the course in response to the feedback below.
  - c) **Contingency:** The Subcommittee notes from the unit's cover letter that the course will now be offered in an asynchronous rather than a synchronous format. While the subcommittee does not necessarily object to this change, the syllabus (p. 4, p. 13, etc.) and the GEN Submission form still mention synchronous class sessions and course activities, thus making it difficult to discern whether the GEN Goals and ELO's will be met given the course's new format. Specifically, the subcommittee asks that the following be addressed:
    - i) While the Subcommittee assumes there will now be recorded lectures, the ambiguity in the syllabus made it challenging for the reviewers (and likely for students) to discern how course content will be delivered. The Subcommittee asks that the department clarify this and remove the references to synchronous class meetings in the syllabus.
    - ii) P. 7 of the syllabus mentions "six asynchronous discussions" to be completed over the course of the semester. However, p. 4 of the syllabus and the GEN Submission form (ELO 2.1) mention weekly discussions, often in conjunction with weekly synchronous Zoom meetings. It is unclear what the relationship is between these two types discussions in the new class format, and how they relate to the fulfillment of the GEN goals and ELOs (especially ELO 2.1). The Subcommittee asks that this be clarified in the submission documents.
  - d) **Contingency:** As of August 29<sup>th</sup>, 2025, all syllabi must have either a link to the statements below **or** these statements written out in their entirety within the syllabus (the statement(s) in **bold** below are missing from the current syllabus). Syllabi should link to the Office of Undergraduate Education's [Syllabus Policies & Statements webpage](#) and/or copy-and-paste the statements from the Office of Undergraduate Education's website.
    - i) Academic Misconduct
    - ii) Student Life - Disability Services
    - iii) Religious Accommodations
    - iv) **Intellectual Diversity**
- Instructors are also welcome to include any other standard and/or recommended syllabus statements found on the Office of Undergraduate Education's webpage which they deem relevant for their course. Please also refer to this page to ensure that any statements written out in the syllabus are current and accurate.

As a reminder, **contingencies** (in bold above) must be addressed and resubmitted via curriculum.osu.edu before this course can move forward in the approval process to OAA. *Recommendations* (in italics above) should be implemented when the course is next taught. I will return Pharmacy 3710 to the 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 Philip Tuxbury-Gleissner (faculty Chair of the Themes I Subcommittee; cc'd on this e-mail), or me.

Best,  
Rachel



**Rachel Steele, MA**

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