

From: [Neff, Jennifer](#)
To: [Nagar, Ila](#); [Carmichael, Phoebe](#)
Cc: [Vaessin, Harald](#); [Kantor, Jamison](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Hilty, Michael](#)
Subject: NELC 3804
Date: Tuesday, April 8, 2025 9:06:00 AM
Attachments: [image001.png](#)

Good morning,

On Monday, March 31st, the Themes 1 Subcommittee of the ASC Curriculum Committee and the Theme Advisory Group for Traditions, Cultures, and Transformations reviewed a GEN Theme: TCT with a High-Impact Practice: Research and Creative Inquiry request for NELC 3804.

The reviewing faculty approved the request with the following feedback:

- **Comment:** The reviewing faculty commend the department on this fascinating course with an exceptionally strong High-Impact Practice aspect. They appreciate the broad and engaging overview of ancient Egypt that this course offers through material culture. They are particularly enthusiastic about the Object Recreation assignment, which is both original and highly relevant.
- **Contingency:** The reviewing faculty request that the Theme ELO explanation in the syllabus incorporate references to specific assignments, as the descriptions for ELOs 3-4 are somewhat detached from the actual assignments and activities. While there is language about assignments in the GE submission form, including this information in the syllabus would help students better understand connections to the Theme learning outcomes. The reviewing faculty request that changes made as a result of this feedback be highlighted in the syllabus or detailed in a cover letter. [Syllabus p. 3]
- **Recommendation:** The reviewing faculty note two small discrepancies between the assignment weights in the descriptions and the grade calculation summary that should be addressed for clarity. Specifically, the Ancient Artifact Midterm Paper is listed in the assignment description as being worth 20%, while the grade calculation summary lists it as 25%. Similarly, the Culture and Society Conference is listed as 20% in the description and 15% in the summary. [Syllabus pp. 9-11]
- **Recommendation:** The reviewing faculty note that the grading scale for the higher end of each letter grade leaves out a range of .4 points. If it is the intention of the instructor to round up grades that fall within this range, the reviewing faculty recommend articulating this policy in the syllabus as students will likely have questions regarding how final grades are determined. [Syllabus p. 11]
- **Recommendation:** Due to the recent closure of the Student Life Center for Belonging and Social Change and the Office of Diversity and Inclusion, the reviewing faculty recommend removing the links to their websites from the syllabus. [Syllabus p. 12]
- **Recommendation:** Due to the recent renaming of the Office of Institutional Equity to the [Office of Civil Rights Compliance](#), the reviewing faculty recommend that the department update the links in the Title IX and Religious Accommodations statements in the

syllabus. The full statements with the updated links can be found in an easy to copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](#). [Syllabus pp. 12-13, 16]

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. *Recommendations* (in italics above) should be implemented when the course is next taught.

I will return NELC 3804 to the department queue via curriculum.osu.edu in order to address the above feedback.

Should you have any questions about the feedback of the reviewing faculty, please feel free to contact Harald Vaessin (faculty Chair of the Themes 1 Subcommittee), Jamison Kantor (faculty Chair of the Theme Advisory Group: TCT), or me.

Best,
Jennifer



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Pronouns: she/her/hers