

From: [Neff, Jennifer](#)
To: oneill.139@osu.edu; [Croxton, Keely](#)
Cc: [Nathanson, Amy](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Hilty, Michael](#)
Subject: Business Admin: Mgmt & HR 2200
Date: Friday, March 28, 2025 12:27:00 PM
Attachments: [image001.png](#)

Good afternoon,

On Monday, March 17th, the Social and Behavioral Sciences Subcommittee of the Arts and Sciences Curriculum Committee reviewed a new course request for Business Admin: Mgmt & HR 2200.

The Subcommittee declined to vote on the request at this time and request that the following feedback be addressed in a revision:

- The Subcommittee requests that the accompanying explanations provided for the Foundation be strengthened, then more effectively woven into the syllabus. Expanding upon the social science components of course (e.g., theory, research methods, empirical analysis, etc.) in the supporting materials then integrating that content into the syllabus will help clarify how the course is in alignment with the GEN Foundation category.
- The Subcommittee requests that the specific readings assigned to students be indicated in the course calendar, along with the corresponding page numbers for each reading. [Syllabus pp. 4-5]
- The Subcommittee requests that the syllabus provide more information regarding the exam formats, including the style of questions that will be asked. Additionally, the Subcommittee requests that there be more clarity in the syllabus regarding the logistics of taking the exam with a team, such as how this collaboration will be structured and expectations for individual contribution. [Syllabus p. 2]
- The Subcommittee asks that the course syllabus clearly specify whether the course is synchronous or asynchronous in addition to providing information regarding weekly contact hours (e.g., lecture lengths and frequency or credit hour expectations).
- The Subcommittee requests that the syllabus include the Goals of the Social and Behavioral Sciences Foundation category in addition to the listed ELOs. These Goals can be found in an easy to copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](#). [Syllabus pp. 3-4]
- The Subcommittee requests that the department add the required religious accommodations statement into the syllabus. The university has updated the list of required syllabus statements for all syllabi to include a statement on religious accommodations. This required statement is a result of a directive by the Executive Vice President and Provost and can be found in an easy to copy/paste format on the [Office of Undergraduate Education website](#). Please note that the link to religious holidays, holy days and observances at the end of the statement is also required to be included in the syllabus.

The Subcommittee recommends that the syllabus provide clarification on what is meant by “research translations”, as students might be unfamiliar with this term that is used throughout the syllabus.

- The Subcommittee requests that a cover letter be provided that details all changes made as a result of their feedback.

I will return Business Admin: Mgmt & HR 2200 to the unit’s queue via curriculum.osu.edu in order to address the above feedback.

Should you have any questions about the feedback of the Subcommittee, please do not hesitate to reach out to Amy Nathanson (faculty Chair of the SBS Subcommittee) 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