

From: [Neff, Jennifer](#)
To: [O'Neill, Jill](#); [Croxton, Keely](#)
Cc: [Nathanson, Amy](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Hilty, Michael](#)
Subject: RE: Business Admin: Mgmt & HR 2200
Date: Tuesday, May 27, 2025 9:25:00 AM
Attachments: [image001.png](#)

Good morning,

On Monday, May 12th, the Social and Behavioral Sciences Subcommittee of the ASC 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 notes that the workload for this GE course appears relatively light. For example, the assigned readings are minimal, and the assessments rely heavily on team-based work. The Subcommittee requests that the course integrate more individual assignments and scholarly readings to strengthen its rigor and ensure alignment with GE expectations.
- While the Subcommittee appreciates the additional context provided on the GE submission sheet, it remains unclear how this course aligns with the Social and Behavioral Sciences GEN Foundation. The course topics do not appear to be closely related to the core concepts of SBS, and the ELOs of the Foundation are not meaningfully integrated into the course structure, activities, or assignments. To move forward, the Subcommittee requests that the proposal clearly articulate within the syllabus itself how the course content is grounded in and contributes to the Goals and ELOs of the Foundation. For example, the Foundation questions sheet submitted by the department provides examples of how the ELOs will be accomplished (e.g., “through discussion of readings and research summaries, class and team discussion, analysis of relevant cases and film clips, and directed personal reflections”) that are not reflected in the syllabus itself.
- The Subcommittee notes that some elements, such as the case study, may have disciplinary context that they are unfamiliar with. If these elements are central to demonstrating the course’s connection to the social sciences, the Subcommittee requests that the proposer make that connection more explicit.
- The Subcommittee requests that the syllabus outline what students will be doing in the course on a week-to-week basis, particularly in terms of readings and activities. The syllabus lacks details about the specific materials students will engage with. With this, the Subcommittee requests that the contents of the course pack students are expected to purchase be included as a reading list in the syllabus to enhance clarity. [Syllabus p. 3]
- The Subcommittee asks that the department add the link below to the end of the religious accommodations statement, as it is a part of the required text. Please feel free to copy and paste the 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 [Office of Undergraduate Education website](#). [Syllabus p. 7]

- **(Policy: [Religious Holidays, Holy Days and Observances](#))**

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

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Pronouns: she/her/hers

From: Neff, Jennifer

Sent: Friday, March 28, 2025 12:27 PM

To: oneill.139@osu.edu; Croxton, Keely <croxton.4@osu.edu>

Cc: Nathanson, Amy <nathanson.7@osu.edu>; Vankeerbergen, Bernadette <vankeerbergen.1@osu.edu>; Steele, Rachel <steele.682@osu.edu>; Hilty, Michael <hilty.70@osu.edu>

Subject: Business Admin: Mgmt & HR 2200

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



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