

**From:** [Neff, Jennifer](#)  
**To:** [Koehnlein, Bjoern](#); [McCullough, Liz](#)  
**Cc:** [Lower, Brian](#); [Vaessin, Harald](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Hilty, Michael](#)  
**Subject:** Linguistics 3501  
**Date:** Friday, May 2, 2025 11:29:00 AM  
**Attachments:** [image001.png](#)

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Good morning,

On Monday, April 28<sup>th</sup>, the Themes 1 Subcommittee of the ASC Curriculum Committee and the Theme Advisory Group for Lived Environments reviewed a GEN Theme: Lived Environments request for Linguistics 3501.

The reviewing faculty approved the request with the following feedback:

- **Contingency:** The reviewing faculty request clearer alignment between the Theme learning outcomes and assignments outlined in the syllabus and GE submission form. They request that the syllabus (pp. 4-6) and form more clearly articulate in the description of the assignments how the course activities and assignments align with the Theme ELOs. While the materials reference readings and discussion prompts, it lacks sufficient detail to demonstrate *how* these elements will support the learning outcomes.
- **Contingency:** The reviewing faculty struggle to determine whether Theme ELOs 3.1-4.3 are sufficiently addressed in the course, as the topics listed in the Proposed Class Schedule are broadly described. The reviewing faculty request that the instructor provide additional details clarifying how each class session will contribute to achieving these learning outcomes (e.g., expanding topic descriptions or adding supporting content). [Syllabus pp. 7-8]
- **Contingency:** While the reading list is extensive, it appears that few sources directly address ELOs 3.1-4.3. The reviewing faculty request that additional readings that more explicitly engage with these learning outcomes be incorporated into the course. (As a friendly suggestion, it may also be beneficial to introduce a journal assignment in which students critique a scholarly article, providing an opportunity to directly analyze academic ideologies.)
- **Contingency:** The reviewing faculty request that the GE explanatory paragraph in the syllabus draw from the language and rationale provided in the submission form to improve alignment with the Theme in the syllabus. [Syllabus p. 3]
- **Contingency:** The reviewing faculty request that the department revise the course title in both curriculum.osu.edu and the syllabus to remove the word “introduction”. The reviewing faculty also request that the word “introduction” be removed from the course description in curriculum.osu.edu as well as the first page of the syllabus. As a Themes-level course, the content is intended to be advanced rather than introductory, and the title should accurately reflect this level.
- **Contingency:** The reviewing faculty request that the syllabus indicate the course

contact hours by stating the length and frequency of the class meetings or including a credit hour expectations statement. This will ensure that students have a clear understanding of the workload associated with this three-credit hour course.

- *Recommendation:* The reviewing faculty recommend including guided questions or contextual information for each class session in the schedule. This would provide greater clarity regarding the material covered on a given day and help frame the purpose of the assigned readings. [Syllabus pp. 7-8]
- *Recommendation:* The reviewing faculty encourage the instructor to incorporate additional multimedia content (e.g., photos, maps, short videos, etc.) that illustrates how different environments are linguistically conceptualized by Indigenous communities.
- *Recommendation:* The Subcommittee recommends that the department amend the statement regarding the grading scale on pg. 6 of the syllabus, as OSU does not have a standard grading scale.
- *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 replace the contact link in the Religious Accommodations statement. [Syllabus p. 11]

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 Linguistics 3501 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), Brian Lower (faculty Chair of the Theme Advisory Group: Lived Environments), or me.

Best,  
Jennifer



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Pronouns: she/her/hers