
Re: Biology 3730

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

Date Tue 9/23/2025 1:04 AM

To Andrews, Adam <andrews.171@osu.edu>; Sabel, Jaime <sabel.12@osu.edu>

Cc Soland, Birgitte <soland.1@osu.edu>; Vankeerbergen, Bernadette <vankeerbergen.1@osu.edu>; Neff, Jennifer <neff.363@osu.edu>

Good afternoon,

I am pleased to report that Birgitte Sølund, faculty Chair of the Themes II Subcommittee of the ASC Curriculum Committee, has reviewed and approved the revision(s) to Biology 3730 with one additional recommendation:

The Subcommittee recommends that the course syllabus include a provision that students must attempt to complete all written course components in order to pass the course.

The course will continue through the approval process to OAA.

Should you have any questions, please do not hesitate to reach out to me.

Best,
Rachel



Rachel Steele, MA

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

Program Manager, Office of Curriculum and Assessment

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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.

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

Sent: Thursday, September 18, 2025 12:30 PM

To: Andrews, Adam <andrews.171@osu.edu>; Sabel, Jaime <sabel.12@osu.edu>

Cc: Soland, Birgitte <soland.1@osu.edu>; Vankeerbergen, Bernadette <vankeerbergen.1@osu.edu>; Neff, Jennifer <neff.363@osu.edu>; Steele, Rachel <steele.682@osu.edu>

Subject: Biology 3730

Good afternoon,

On Thursday, Sept. 4th, the Themes II Subcommittee of the ASC Curriculum Committee reviewed a course proposal for Biology 3730 to be included in the GEN Theme: Origins and Evolutions.

The Subcommittee unanimously approved the request with four contingencies, two recommendations, and two comments:

- a. **Contingency:** The Subcommittee requests that the Center provide a cover letter outlining the changes made to the course in response to the feedback below.
- b. **Contingency:** The Subcommittee asks that the Center provide ample opportunity for students to demonstrate their mastery of ELO 2.2. While they note and appreciate the final assignment (it is clearly an example of “an advanced, in-depth, and scholarly exploration of the topic” and helps to fulfill ELO 1.2), the project does not focus on students’ “developing sense of self as a learner” and does not involve students reflecting on and assessing their own learning. While there are a multitude of ways to assess this, the Subcommittee offers the friendly suggestion that the addition of graded reflections at the beginning, mid-point, and end of the semester (either as stand-alone assignments or as clearly delineated and evaluated parts of another assignment) is a simple and effective way to meet this ELO.
- c. **Contingency:** The Subcommittee asks that the Center re-word the statement on p. 1 of the syllabus that says, “This course fulfills the Goals and Outcomes for the General Education *Origins and Evolution* Theme.” Since this is a three-credit hour course, Biology 3730 does not, in and of itself, fulfill the GEN Requirements for the Origins and Evolutions category (students must complete 4-6 CH in the Theme) and using the word “fulfills” in this context can be confusing for students. Instead, the Subcommittee suggests the following wording: “Biology 3730 is approved as a part of the GEN Theme: Origins and Evolution category.”
- d. **Contingency:** As of August 29th, 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 the Diversity and Title IX Statements on p. 9 of the syllabus (now combined into the statement on “Creating an Environment Free from Harassment, Discrimination, and Sexual Misconduct”) and all other statements are current and accurate.

- a. **Recommendation:** The Subcommittee recommends that the Center clarify the points for the reading reflections (syllabus p. 3-4). The description of the assignment clearly articulates that the reflections are 9 points each, but the chart on p. 3 says there are 9 reflections that are 10 points each.
- b. **Recommendation:** The Subcommittee suggests that the Center clarify the number of references required for the Synthetic Review Article (syllabus p. 4), as the number of

- sources and primary literature sources are different in the first and third paragraphs (10 and 7 vs. 12 and 10). While this may mean that the final project requires fewer sources than the annotated bibliography, this should still be clarified for students.
- c. Comment: The Subcommittee is aware that large, high-enrollment courses in this unit often employ a Course Coordinator. However, the Subcommittee notes that a course at this level may not be large enough for such a role, and they offer the friendly note to remove language referencing this position (syllabus p. 1, p. 5, p. 6, etc.) if appropriate.
 - d. Comment: The Subcommittee notes that the link to ASC Honors is no longer operational (syllabus p. 1 under "Credit Hours and Work Expectation").

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 Biology 3730 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 Birgitte Sølund, (faculty Chair of the Themes II Subcommittee; cc'd on this e-mail), or me.

Best,
Rachel



Rachel Steele, MA

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

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