
CSTW 3002

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

Date Mon 5/19/2025 3:15 PM

To Lang, Susan <lang.543@osu.edu>; Higginbotham, Jennifer <higginbotham.37@osu.edu>; Hewitt, Elizabeth <hewitt.33@osu.edu>; Ramsey, MaryKatherine <ramsey.240@osu.edu>

Cc Podalsky, Laura <podalsky.1@osu.edu>; Vankeerbergen, Bernadette <vankeerbergen.1@osu.edu>; Steele, Rachel <steele.682@osu.edu>; Hilty, Michael <hilty.70@osu.edu>; Neff, Jennifer <neff.363@osu.edu>

Good afternoon,

On Friday, May 9th, the Arts and Humanities 2 Subcommittee of the ASC Curriculum Committee reviewed a new course proposal for CSTW 3002 which also included a proposal for Distance Learning approval.

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

- a) **Contingency:** The Subcommittee asks that the unit include with the revision a cover letter that outlines the changes made to the proposal in response to the feedback below. Additionally, they ask that changes to the syllabus be highlighted (when possible) to bring them to the Chair's attention during the contingency review.
- b) **Contingency:** The Subcommittee requests that the unit re-engage with the Office of Distance Learning regarding the Regular and Substantive Interaction in the course and complete an updated [Distance Learning Cover sheet](#). They note that the course was originally reviewed for Distance Learning in 2023, when courses were evaluated for the amount of "Direct Instruction" (i.e., content provided by the instructor) that was included in the course. Since then, the ASCC has moved to a model that evaluates the "Regular and Substantive Interaction" between the instructor(s) and the students in the course. The Subcommittee notes that even under the old model, there would not have been enough Direct Instruction to approve the course, and that several of the activities listed as being a part of the course's direct instruction would not have been considered as such by the ASCC and ODE. More information about what constitutes Regular and Substantive Interaction can be found on [ODE's website](#). Additionally, the Subcommittee notes that the course's use of Hypothesis software requires that a special statement be placed in the syllabus; the statement can be found [here](#) on ODE's website.
- c) **Contingency:** The Subcommittee requests that the unit clarify the course's assignments. Specifically, on p. 5 of the syllabus, the chart detailing the course's assignments for each module includes a "Writing Sample", but that is not described on p. 6. Similarly, p. 6 describes the "Module Assignments", but these are not listed in the chart on p. 5.
- d) **Contingency:** The Subcommittee asks that the unit consider changing the *co-requisite* of English 3305 (curriculum.osu.edu under "Prerequisites and Exclusions") to a *pre or co-requisite* of English 3305. This would allow additional flexibility in student scheduling.
- e) **Recommendation:** The Subcommittee recommends that the unit re-phrase the statement about the course's grading structure (syllabus, p. 5) to clarify that there are seven modules, each worth 50 points, that contribute to the total of 350 points for the course.
- f) **Recommendation:** The Subcommittee suggests that the unit update the Religious Accommodations statement (syllabus p. 9), as the name of the Office of Institutional Equity has changed. The updated statement can be found in an easy-to-copy/paste format on the [Arts and Sciences Curriculum and Assessment Services website](#).
- g) **Recommendation:** The Subcommittee recommends that the unit use the most recent version of the Title IX statement (syllabus p. 10), which was updated in SP25 due to the closure and renaming of several campus offices. An updated statement can be found in an easy-to-copy/paste format on the [ASCCAS website](#).

h) *Recommendation*: The Subcommittee suggests that the unit remove the final sentence on p. 10 of the syllabus that follows the Land Acknowledgement, as the Center for Belonging and Social Change (formerly the Multicultural Center) has been closed, and their website is no longer available.

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 CSTW 3002 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 Laura Podalsky (faculty Chair of the A&H 2 Subcommittee; cc'd on this e-mail), or me.

Best,
Rachel



Rachel Steele, MA

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

Program Manager, Office of Curriculum and Assessment

College of Arts and Sciences

306 Dulles Hall 230 Annie and John Glenn Ave. Columbus, OH 43210

(614) 292-7226

Member, University Conduct Board

Graduate Student, History of Art

-BLACK LIVES MATTER-

STOP AAPI HATE

DACA/undocumented ally



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.