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To: [Ruiz, Natividad](#)
Cc: [Hadad, Christopher](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#)
Subject: Microbiology 4891
Date: Monday, September 8, 2025 2:02:00 PM
Attachments: [image001.png](#)

Good afternoon,

On Thursday, August 28th, the Natural and Mathematical Sciences Subcommittee of the ASC Curriculum Committee reviewed a new course request for Microbiology 4891.

The Subcommittee approved the request with the following feedback:

- Comment: The Subcommittee noted that the course syllabus requires students to receive a letter grade of C- or higher in the appropriate prerequisite coursework. However, this does not appear within the form on curriculum.osu.edu and, therefore, will not be implemented by the Office of the University Registrar. They ask the department to clarify which prerequisite is accurate and to ensure that the curriculum form and the course syllabus match.
- **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these statements written out in their entirety within the syllabus (the statement(s) in **bold** below are missing or outdated in the current syllabus).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.
 - Academic Misconduct
 - **Student Life - Disability Services**
 - Religious Accommodations
 - **Intellectual Diversity**

Instructors are 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 Title IX (now combined into the statement on “Creating an Environment Free from Harassment, Discrimination, and Sexual Misconduct”) and Mental Health statements on pp. 6-7 of the syllabus and all other statements are current and accurate.

- **Contingency:** The Subcommittee ask that the department seek concurrence from the Department of Food, Agriculture, and Biological Engineering.
- *Recommendation:* The Subcommittee recommends clarifying the participation details (syllabus page 2) and how students will be assessed on their participation.
- *Recommendation:* The Subcommittee recommends removing reference to the OSU Standard Grading Scale (syllabus page 2), as OSU does not have a standardized grading scale and instructors are free to select a grading scheme which best suits the needs of their course.

- *Recommendation*: The Subcommittee recommends providing rubrics for students which clarifies how they will be assessed.

As a reminder, **contingencies** (in bold below) must be addressed and resubmitted via curriculum.osu.edu before a course can move forward in the approval process. *Recommendations* (in italics below) should be implemented when the course is next taught.

I will return Microbiology 4891 to the department queue via curriculum.osu.edu in order to address the Subcommittee's requests.

Should you have any questions about the feedback, please do not hesitate to reach out to Christopher Hadad (faculty Chair of the NMS Subcommittee) or me.

Best,
Jennifer



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Pronouns: she/her/hers