

**From:** [Neff, Jennifer](#)  
**To:** [Ruiz, Natividad](#)  
**Cc:** [Hadad, Christopher](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#)  
**Subject:** Microbiology 6891  
**Date:** Monday, September 8, 2025 2:01:00 PM  
**Attachments:** [image001.png](#)

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Good afternoon,

On Thursday, August 28<sup>th</sup>, the Natural and Mathematical Sciences Subcommittee of the ASC Curriculum Committee reviewed a new course request for Microbiology 6891.

The Subcommittee approved the request with the following feedback:

- **Contingency:** As of August 29<sup>th</sup>, 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these statements written out in their entirety within the syllabus (the statement(s) in **bold** below are missing or outdated in the current syllabus).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. 5-6 of the syllabus and all other statements are current and accurate.

- **Contingency:** The Subcommittee asks that the department seek concurrence from the Department of Food, Agriculture, and Food Engineering and the College of Pharmacy.
- *Recommendation:* The Subcommittee noted that the excused make-up policy may be difficult to monitor and implement, and so they recommend that the instructor seek to expand upon this policy, as it may be useful to both the instructor and students.

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 6891 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