
ASC 2798.08

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

Date Fri 9/19/2025 11:05 AM

To Bitters, Todd <bitters.4@osu.edu>; Gbur, Charlie <gbur.9@osu.edu>

Cc Dwyer, Rachel <dwyer.46@osu.edu>; Vankeerbergen, Bernadette <vankeerbergen.1@osu.edu>; Steele, Rachel <steele.682@osu.edu>; Neff, Jennifer <neff.363@osu.edu>

Good morning,

On Wednesday, Sept. 10th the Social and Behavioral Sciences Subcommittee of the ASC Curriculum Committee reviewed a course proposal for ASC 2798.08.

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

- a) **Contingency:** The Subcommittee requests that the College clarify and/or alter the prerequisite for the course listed in curriculum.osu.edu, as it will be unclear to students and advisors what “BNA” is, and it will not be possible to enforce this electronically. They offer the friendly suggestion that it may be better to simply list the prerequisite as “permission of instructor” and alter the Course Description in curriculum.osu.edu to read “This course offers students in the Buckeye Networks Abroad program the opportunity to develop....”
- b) **Contingency:** The Subcommittee asks that the College include on the course calendar (syllabus p. 6-8) some readings that will provide students with background information on the companies and/or countries that they will visit during their time abroad. These readings should provide students with some foundation for their Culture Presentations and other assignments as well as establishing an academic grounding for their travels.
- c) **Contingency:** The Subcommittee asks that the College alter the grading scheme for the course (syllabus, p. 5), as the course should be designated as Satisfactory/Unsatisfactory rather than Pass/Non-Pass.
- d) **Contingency** – Though the Subcommittee appreciates and approves the guidance that while traveling students will still be governed by the OSU Student Conduct policy, they ask that the College re-allocate the points assigned to “Travel Conduct”, as students’ grades should represent their academic work rather than conduct or behavior.
- e) **Contingency:** The Subcommittee asks that the College provide additional information about the length and format of the course assignments. They note and appreciate the parameters of the Final Assignment, and ask that similar information be provided for the Culture Presentation, Biography, Travel Journal, Discussion Board Questions, and the Travel Presentation so that students (and the reviewers) have a better idea of the work that is expected in the course. Furthermore, they observe that the Travel Presentation assignment is not present in the table on p. 5 of the syllabus, and they ask that this be reconciled.
- f) **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 and/or incomplete/out-of-date). 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 all other statements are current and accurate.

- a) *Recommendation*: The Subcommittee recommends that the College change the transcript abbreviation (curriculum.osu.edu under “General Information; Transcript abbreviation”), as “BNA” will not offer information about the course’s content to other institutions or employers who may read students’ transcripts.
- b) *Recommendation*: The Subcommittee suggests that the College remove “Not a GE course” from the course description (curriculum.osu.edu under “General Information; Course Description”), as non-General Education courses are not labeled this way in the course catalog.
- c) *Recommendation*: The Subcommittee recommends that the College provide clearer and more consistent information about when assignments are due, as some are listed as specific days of the week (11:59 PM Sunday) while others are listed as “11:59 PM the night before our next class”.
- d) *Recommendation*: The Subcommittee recommends consistency in font choice and font size to make the visual organization of the syllabus clearer for students.

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 ASC 2798.08 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 Rachel Dwyer (faculty Chair of the SBS Subcommittee; cc’d on this e-mail), or me.

Best,
Rachel



Rachel Steele, MA

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

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DACA/undocumented ally



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