
ASC (CSS) 4500

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

Date Wed 10/15/2025 12:41 PM

To King, Ryan <king.2065@osu.edu>; Stotlar, Jackson <stotlar.1@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 afternoon,

On Wednesday, Sept. 24th, the Social and Behavioral Sciences Subcommittee of the ASC Curriculum Committee reviewed a course proposal for ASC (CSS) 4500.

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

- a. **Contingency:** The Subcommittee asks that the unit revisit the language surrounding prerequisites in the syllabus. P. 2 of the syllabus notes that this course is a prerequisite for CSS 4900 (presumably 4901 is meant) but the proposal for 4901 does not include 4500 as a prerequisite.
- b. **Contingency:** The Subcommittee requests that the unit provide additional information about the "Participation & Engagement" portion of students' grades. Since this makes up 30% of their overall grade, the Subcommittee would like the syllabus to supply additional details for students surrounding the breakdown between discussions, peer feedback, and lab activities, as well as how those activities will be assessed.
- c. **Contingency:** The Subcommittee requests that the unit provide additional information for students about what will happen during class time. For example, a brief description of how a typical class meeting, week, and/or unit will proceed and whether course sessions will take the form of lectures, labs, group work, etc. would provide clarity for students
- d. **Contingency:** The Subcommittee asks that the unit remove the references to discussion boards on p. 8 of the syllabus, as it does not appear that discussion boards will be a part of the course.
- e. **Contingency:** The Subcommittee asks that the unit label the course as "in-person", (as opposed to "hybrid", "online synchronous", or "online asynchronous") on p. 1 of the syllabus under "Mode of delivery". If the course is a hybrid of lecture and lab experiences, this is best noted elsewhere on the syllabus in a section such as "How this Course is Organized."
- f. **Contingency:** The Subcommittee requests that the unit amend the table on pp. 3-6 of the syllabus to make the course goals clearer for students. While they assume that this chart represents components of the goals, outcomes, and proficiencies of the full program, they believe that the students would be better served by a brief (manageable) list of course goals as usually seen in syllabi. Should the department continue to utilize some of the material in the "proficiencies" column moving forward, the subcommittee offers the additional recommendation that the bracketed letters ([B], [P], etc.) be removed, as there is no "key" to explain what these mean to students.
- g. **Recommendation:** The Subcommittee suggests deleting the sentences on p. 9 of the syllabus that read "Modules 1-5 are required for all offerings. Modules 6-8 ...are provided as examples that may vary slightly by instructor.", as these appear to be notes for the program proposers rather than information for students.
- h. **Recommendation:** The Subcommittee recommends that the unit reconsider the course meeting times outlined on p. 1 of the syllabus. 3 CH courses typically meet for 1:20 minutes/2x per week, and the current syllabus outlines a schedule of 1:40 minutes/2x per week. While the Subcommittee recognizes that these standards are minimums and that the unit may have an excellent justification as to why the extra in-class time is appropriate, they note that students may have difficulty scheduling a 1:40-minute course.

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 (CSS) 4500 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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