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To: [Ramsey, MaryKatherine](#); [Higginbotham, Jennifer](#); [Hewitt, Elizabeth](#)
Cc: [Hedgecoth, David](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#)
Subject: English 1110.03 & 3380
Date: Monday, October 13, 2025 10:04:00 AM
Attachments: [image001.png](#)

Good morning,

On Tuesday, October 7th, the Arts and Humanities Subcommittee 1 of the ASC Curriculum Committee reviewed a course change request for English 1110.03 and a new course request for English 3380.

The Subcommittee approved the requests with the following feedback:

- English 1110.03
 - *Recommendation:* The Subcommittee recommends removing the reference to the OSU grading scale from the syllabus (p. 17), 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.
- English 3380
 - **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these statements written out in their entirety within the syllabus (the statement(s) in **bold** below are missing or outdated in the current syllabus).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 standard and/or recommended syllabus statements found on the [Office of Undergraduate Education's webpage](#) which they deem relevant for their course. Please refer to this page to ensure that the statements on Diversity and Title IX (now to be replaced with the statement on “Creating an Environment Free from Harassment, Discrimination, and Sexual Misconduct”) on pp. 18-19 of the syllabus and all other statements are current and accurate.
 - Comment: The Subcommittee notes the inclusion of a Land Acknowledgment on p. 19 of the syllabus. As of 10-03-2025, it is no longer permissible to share Land Acknowledgments on “university channels or resources” per the university’s [SB1 Compliance website](#) (please see the link to the [“Philosophy on Statements”](#)). The course instructor(s) should consult with their TIU director/chair regarding whether or not this statement may be included within the syllabus.

- *Recommendation:* The Subcommittee recommends that the tone and civility section of the syllabus (pp. 6-7) be revised to better reflect the modality of the course, as it currently includes references that do not pertain to an online learning environment.
- *Recommendation:* The Subcommittee recommends that the instructor ensure continuity between the level of weekly engagement described in the syllabus and what is outlined on the distance learning cover sheet. The number of weekly hours totaled on the DL sheet does not appear to reflect the amount of time students will put into the course, which seems greater based on the syllabus.

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

I will return English 3380 to the department queue via curriculum.osu.edu in order to address the Subcommittee's requests. English 1110.03 will continue through the approval process to OAA.

Should you have any questions about the feedback, please do not hesitate to reach out to David Hedgecoth (faculty Chair of the A&H1 Subcommittee; cc'd on this email) or me.

Best,
Jennifer



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Pronouns: she/her/hers