

From: [Neff, Jennifer](#)
To: [Hewitt, Elizabeth](#); [Ramsey, MaryKatherine](#); [Higginbotham, Jennifer](#)
Cc: [Staley, David](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#)
Subject: English 3350
Date: Wednesday, November 19, 2025 11:19:00 AM
Attachments: [image001.png](#)

Good morning,

On Tuesday, October 28th, the Arts and Humanities Subcommittee 2 of the ASC Curriculum Committee reviewed a course change request for English 3350.

The Subcommittee declined to vote on the request at this time and asks that the following feedback be addressed in a revision:

- It is not clear whether the weekly video lecture of 20-40 minutes together with the other instructor-student interactions provide 3 hours/week of direct instruction for this 3-credit hour course. The Subcommittee is unclear whether there is sufficient instructor presence in the course.
- Pp. 9-11: The Video icebreaker and the Syllabus Quiz (worth 5%) are not described or explained in the assignments.
- The Subcommittee asks that the Department re-phrase the statement which describes the way in which this course fits into the new General Education Curriculum (syllabus p. 2 under “General Education goals and expected learning outcomes”). Since this is a 3-credit hour course, it does not, in and of itself, “fulfill” the GEN Theme. Since the requirement is for students to earn 4-6 credit hours in this category, stating that a single course fulfills the requirement can be confusing or misleading for students. Instead, the reviewing faculty suggest wording such as “English 3350 is an approved course in the GEN Theme: Lived Environments category.”
- On pp. 2-3, please make sure to number the GEN expected learning outcomes 1.1. through 4.3 (see [here](#)) instead of using bullet points so that it is clear to students which learning outcomes go with which GEN Theme goal.
- Page 4 specifies that all work needs to be completed by midnight on Saturdays. The Subcommittee recommends a Sunday night due date since that would give an extra day to students.
- 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within the syllabus (the statement(s) in **bold** below are missing from the current syllabus and/or incomplete/out-of-date).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.
 - Academic Misconduct
 - **Student Life - Disability Services**

- **Religious Accommodations** (Office of Institutional Equity—email link at the bottom of statement--no longer exists; the Civil Rights Compliance Office now needs to be linked)
- 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 the Diversity and Title IX Statements on p. 14 of the syllabus (now combined into the statement on “Creating an Environment Free from Harassment, Discrimination, and Sexual Misconduct”) and all other statements/links are current and accurate.

I will return the course 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 David Staley (faculty Chair of the A&H2 Subcommittee) or me.

Best,
Jennifer



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Pronouns: she/her/hers