

From: [Neff, Jennifer](#)
To: [Hewitt, Elizabeth](#); [Ramsey, MaryKatherine](#); [Higginbotham, Jennifer](#)
Cc: [Staley, David](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#)
Subject: English 3261
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 3261.

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 how the Active Reading Responses will be conducted in Carmen. The syllabus should also be clear about this (pp. 10-11).
- The weekly videos are said to be approximately 20 minutes in length. It is not clear whether the individual feedback on assignments provides enough added direct instruction to meet the requirement of 3 hours per week for this 3-credit course.
- 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 3261 is an approved course in the GEN Theme: Traditions, Cultures, and Transformations category.”
- 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within the syllabus (the statement(s) in **bold** below are missing from the current syllabus and/or incomplete/out-of-date).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. 15 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.

- The Subcommittee notes the inclusion of a Land Acknowledgment in the syllabus (p. 15). As of 06/27/2025, Land Acknowledgments are no longer permissible on official university documents (including most syllabi) per the university's SB1 Compliance website. The course instructor(s) should consult with their TIU director/chair regarding whether or not this statement may be included within the syllabus.

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