

From: [Neff, Jennifer](#)
To: [Freudenstein, John](#)
Cc: [Hadad, Christopher](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [DeGirolamo, Anne](#)
Subject: EEOB 3610
Date: Thursday, November 13, 2025 1:04:00 PM
Attachments: [image001.png](#)

Good afternoon,

On Thursday, October 30th, the Natural and Mathematical Sciences Subcommittee of the ASC Curriculum Committee reviewed a new course request for EEOB 3610.

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

- The Subcommittee asks that the department provide additional information about the course's readings in the syllabus. Specifically, they ask that full citations of the readings be included in the Course Schedule so that they can get an idea of the course's workload, the pace of the course, and how the course's readings overlay with the listed topics. Additionally, they note the paragraph that describes the course readings on p. 2 of the syllabus is incomplete, ending with "The readings will be...".
- The Subcommittee has several concerns with the information provided regarding student assessment and grading in the course.
 - The Subcommittee asks that the department clarify the role of attendance and participation in students' grades. P. 3 of the syllabus states that attendance will be recorded, but participation is "not required or assessed". This seems to be borne out by the Course Grade chart on p. 4 that implies that only students' test scores will influence their final grade in the course. However, the Assessment component weightings (syllabus, p. 4), state that participation is 7% of the grade.
 - The Subcommittee notes that it is unusual for course components (in this case, attendance/participation and the short assignments) to count against students if they are *not* successfully completed, and yet not earn any points/credit toward the final grade if they *are* completed.
 - The Subcommittee is concerned that failing to successfully complete only one of the weekly Short Assignments (syllabus, p. 3-4) will result in the student earning a "E" in the course. They ask that the department provide additional information in the syllabus for students about the support that is available if they are struggling with these assignments, how many chances students will get to redo assignments that are not completed satisfactorily, and what happens if a student is ill or otherwise unable to attend a full week of the lecture discussions upon which these assignments are at least partially based.
 - The Subcommittee asks that both charts on p. 4 of the syllabus be expanded to include all available marks (A, A-, B+, B, B-, C+, C, C-, D+, D, and E) or that the

department include in this section of the syllabus a statement noting for students that these marks will not be utilized. They emphasize that it will be especially important to differentiate between the grades of “C” and “D” (including C-/D+), because students earning a course grade of “C-” or higher *can* use the course toward major requirements, while those earning a D+ or below cannot.

- The Subcommittee asks that the Course Grade chart on p. 4 of the syllabus be augmented or replaced with clearer information for students. They note that there are many combinations of exam grades that are not present on the chart, making it quite difficult for students to understand what is expected of them to earn a particular grade. For example, if a student earns an “A” on the first exam, a “B” on the second exam, and a “D” on the third exam, would they receive a B- or a C?
- The Subcommittee asks that the department provide a more specific prerequisite(s) for the course (curriculum.osu.edu under “Prerequisites and Exclusions” and syllabus, p. 1), as the stated prerequisite does not provide enough detail for students to decide if they have the requisite skills to be successful in the course. Additionally, the Subcommittee notes that many of the course’s statistical topics are quite advanced, and they strongly recommend that the department include a mathematics and/or statistics prerequisite.
- The Subcommittee asks that the department clarify whether the course is a part of the EEOB or Zoology majors, as the submitted curriculum map does not list the new course. If the course is intended to be a part of one or both of those majors (either as a required course or as an elective), it should be included on the submitted curriculum map. If the course is not intended to be a part of either of these majors, the Subcommittee asks that the curriculum maps be removed from the submission in curriculum.osu.edu.
- The Subcommittee recommends that the department include in the syllabus a clearly labeled “course description”. This can be the same as the course description outlined in curriculum.osu.edu under “General Information”, an expanded version of the curriculum.osu.edu text that explains in more detail what students will learn in the course, or even a renaming/reworking of the “Course Objectives” section found on p. 2 of the syllabus.
- The Subcommittee recommends using the correct course number (3610) on p. 2 of the syllabus under “Course Objectives”. Currently, the course is referred to as EEOB 3194.
- The Subcommittee asks that the department include in the Religious Accommodations statement a link to the Civil Rights Compliance Office. The statement, including the required links, is available in an easy-to-copy/paste on the [Office of Undergraduate Education’s website](#).

I will return EEOB 3610 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 Christopher Hadad (faculty Chair of the NMS Subcommittee) or me.

Best,
Jennifer



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