
Geography 3360

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

Date Fri 12/19/2025 4:48 PM

To Godfrey, Ryan <godfrey.117@osu.edu>; Houser, Jana <houser.262@osu.edu>; Branham, Joslyn <branham.118@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, Dec. 3rd, the Social and Behavioral Sciences Subcommittee of the ASC Curriculum Committee reviewed a new course proposal for Geography 3360.

The Subcommittee unanimously approved the request with one contingency and two recommendations:

- a. **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 from 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.
 - a. **Academic Misconduct**
 - b. Student Life - Disability Services
 - c. Religious Accommodations
 - d. 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. Additionally, the Subcommittee asks that the Religious Accommodations statement include a hyperlink to the [Civil Rights Compliance Office](#) email address on p. 15 of the syllabus.

- a. *Recommendation:* The Subcommittee notes a discrepancy with the percentage points listed for the "Project & Presentation" assignment on p. 6 of the syllabus, specifically "35 (15+15)", and requests for that information to be corrected in the grading rubric.
- b. *Recommendation:* The Subcommittee appreciates the list of excused absences provided under Attendance on p. 6 of the syllabus and recommends adding "university-required and excused event" to that list. The Subcommittee gives as an example the case of student athletes with excused absences due to out-of-town competitions.

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 Geography 3360 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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