
Technical Communication Foundations Certificate

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

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To Lang, Susan <lang.543@osu.edu>; Higginbotham, Jennifer <higginbotham.37@osu.edu>; Ramsey, MaryKatherine <ramsey.240@osu.edu>; Hewitt, Elizabeth <hewitt.33@osu.edu>

Cc Dugdale, Tom <dugdale.3@osu.edu>; Vankeerbergen, Bernadette <vankeerbergen.1@osu.edu>; Steele, Rachel <steele.682@osu.edu>; Neff, Jennifer <neff.363@osu.edu>; Wade, Macy <wade.619@osu.edu>

Good evening,

On Tuesday, January 13th, the Arts and Humanities I Subcommittee of the ASC Curriculum Committee reviewed a proposal for a new Technical Communication Foundations Certificate.

The Subcommittee unanimously approved the request with three contingencies and one recommendation:

- a) **Contingency:** The Subcommittee asks that the unit include in the proposal information regarding how non-OSU students will receive advising, especially with regard to the certificate's prerequisites. Though the certificate itself does not have any stated prerequisites, as English 3305 and English 3306 both have a prerequisite of English 1110.xx or another GEN Foundation Writing and Information Literacy course, this becomes a de facto prerequisite for the certificate.
- b) **Contingency:** The Subcommittee asks that the unit amend the information on p 9 of the proposal regarding the order in which students are required to complete the certificate's courses. Though the proposal states that "students are not required to complete the four courses in a particular sequence", the courses themselves have the following prerequisites:
 - i) **English 3305** – English 1110.xx, or another GEN Foundation Writing and Information Literacy course
 - ii) **English 3306** – English 1110.xx, or another GEN Foundation Writing and Information Literacy course
 - iii) **CSTW 3002** – English 3305 (prerequisite or co-requisite)
 - iv) **CSTW 3003** – CSTW 3002

Thus, while English 3305 and 3306 may be completed in any order after taking English 1110.xx or another GEN Foundation Writing and Information Literacy course, English 3305 must be taken prior to or the same term as CSTW 3002, and CSTW 3002 must be taken prior to CSTW 3003. Depending on the way that courses are offered, this may also affect students' ability to complete the certificate in two semesters.

c) **Contingency:** The Subcommittee asks that the unit make the following changes to the advising sheet (proposal, p. 11):

- i) The Subcommittee requests that the unit include the certificate's de facto prerequisite of English 1110.xx or another GEN Foundation Writing and Information Literacy course (see item "b" above), as well as information regarding how non-OSU students will be expected to meet this requirement.
- ii) The Subcommittee asks that the unit note all of the courses' prerequisites on the advising sheet.

iii) The Subcommittee asks that the unit include information on the advising sheet about the units' intention to offer these courses as Session 1/Session 2 courses, so that students may plan accordingly.

d) *Recommendation:* The Subcommittee recommends that the unit consider the shortening the certificates official title to "Technical Communication". The word "foundations" implies that Ohio State might also offer a certificate in Advanced Technical Communication (or to some readers might appear as "less than").

As a reminder, **contingencies** (in bold above) must be addressed and resubmitted via curriculum.osu.edu before this proposal can move forward in the approval process to the full ASCC. *Recommendations* (in italics above) should be considered for implementation by the unit. I will return the certificate to the unit 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 Tom Dugdale (faculty Chair of the A & H 1 Subcommittee; cc'd on this e-mail), or me.

Best,
Rachel



Rachel Steele, MA

(Pronouns: she/her/hers / Honorific: Ms.)

Program Manager, Office of Curriculum and Assessment

College of Arts and Sciences

306 Dulles Hall 230 Annie and John Glenn Ave. Columbus, OH 43210
(614) 292-7226

Member, University Conduct Board
Graduate Student, History of Art

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