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**To:** [Freudenstein, John](#)  
**Cc:** [Hadad, Christopher](#); [Vankeerbergen, Bernadette](#); [Steele, Rachel](#); [Wade, Macy](#)  
**Subject:** EEOB 3310.03  
**Date:** Monday, February 9, 2026 11:37:00 AM  
**Attachments:** [image001.png](#)

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Good morning,

On Tuesday, January 27<sup>th</sup>, the Natural and Mathematical Sciences Subcommittee of the ASC Curriculum Committee reviewed a new course request for EEOB 3310.03.

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

- a. The Subcommittee notes that multiple versions of this course appear to be in circulation and requests clarification regarding how EEOB 3310.03 relates to existing EEOB offerings. In particular, it would be helpful for the department to indicate whether EEOB 3310.03 is intended to be equivalent to EEOB 3310.01 (lecture-only, without recitation) in combination with EEOB 3310.22 (laboratory), or whether it represents a different configuration. Once this is clarified, the Subcommittee requests that the department upload the relevant existing syllabus or syllabi (e.g., EEOB 3310.01 and EEOB 3310.22) so that the proposed revisions can be clearly compared.
- b. The Subcommittee requests clarification regarding the implications of the proposed change in credit hours, particularly for students who transition to the Columbus campus with a different total number of credits applied toward their degree. The Subcommittee asks how students would fulfill the required components in such cases and how this situation would be addressed in advising.
- c. The Subcommittee requests additional information about the lab component of the course, specifically brief descriptions (1-2 paragraphs) of each lab to clarify the content and activities involved.
- d. The Subcommittee recommends that the department consider the logistics of SLDS accommodations given the number of assignments included in the course.
- e. The Subcommittee suggests that the unit rephrase the statement on “Credit Hours and Work Expectations” (syllabus, p. 1), as its current language (e.g., references to “direct instruction”) is not well suited to describing an in-person course. The Subcommittee recommends instead emphasizing in- versus out-of-classroom time. With that, the Subcommittee notes that the current credit hour description understates weekly in-class time by not accounting for the 2-hour laboratory meeting, which is calculated at the laboratory rate. They recommend revising the statement to explicitly reflect the approximate number of weekly lecture hours and the weekly laboratory hours, and to describe out-of-class work in a way that is consistent with those components.
- f. The Subcommittee notes a minor typo in the learning objectives in the syllabus (p.1;

“decent” should be “descent”). While minor, the Subcommittee notes that this is worth correcting given its placement in the objectives.

- g. The Subcommittee recommends reviewing and updating all required syllabus statements to ensure they reflect current language and links, including the SLDS, Religious Accommodations, Title IX and Diversity (now Creating an Environment Free from Harassment, Discrimination, and Sexual Misconduct), and mental health statements. All standard and/or recommended syllabus statements can be found on the [Office of Undergraduate Education's webpage](#).

I will return EEOB 3310.03 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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Pronouns: she/her/hers