

ACADEMIC POLICY COUNCIL MINUTES

WEDNESDAY, DECEMBER 4, 2019

239 Tigert

10:30 a.m. – Noon

Present: Angela Bacsik, Youssef Haddad, Andrew Zimmerman, Chris Hass, Richard Scholtz, Angela Lindner, Ray G. Thomas, Laurie Bialosky, and Hans van Oostrom.

1. **Call to Order** – Hans van Oostrom – APC Chair
 - The meeting was called to order at 10:30 a.m.

2. **Approval of November 19, 2019 Minutes**
 - The minutes were approved with insertion of “draft” in item d, to read: 'The following *draft* wording was agreed upon.'

3. **Academic Policy Council meeting times for Spring 2020**
 - The Faculty Senate Secretary will send a When2Meet poll which excludes Mondays and Thursdays for spring council meetings.

4. **New Business**
 - The current council chair will continue to serve if Dr. Sohn is not available to do so next semester.

5. **Old Business**
 - a. **Office Hours Memo** - Associate Provost Chris Hass
 - Council agreed on the wording to reflect that students have the right to make an appointment with faculty for a meeting outside of office hours. Instructors need to make reasonable efforts to accommodate student meeting requests. The memo will reflect the importance of faculty establishing reasonable office hours while also being available and flexible in accommodating reasonable meeting times for students.
 - Council recommended the memo be distributed as a Provost’s memo. The final language is as follows: ([Office Hours Final](#)).

 - b. **Academic Policy Council Charge**
 - This item was [approved](#) by the University Constitution and Regulations (UCRC) this morning and will move forward for Senate approval.

- c. [Proposed policy change for UF Credit Earned While in a Non-Degree Status](#) – Associate Provost Angela Lindner
-Dr. Lindner is receiving UCC input and will add this to a future council agenda.

d. **Faculty Titles**

-Two primary discussions of this topic was held, including updating working titles and formalizing any needed changes in all locations where faculty titles are defined (such as in regulations or in the Collective Bargaining Agreements).

-Discussion points included:

-based on effort reporting, is it possible faculty titles could be re-classified?

-the need to address the university's culture related to faculty working titles.

-the absence of tenure lines for teaching faculty.

-is there variance across units and colleges related to the ability of lecturers and other non-tenured faculty title-holders to serve as mentors and members on graduate and dissertation committees? Faculty rights must be consistent. The Welfare Council and this council can assist in addressing faculty voting rights and scholarly committee service to provide clear and consistent policies across the university.

-What federal and state reporting is done related to faculty members and graduate program reporting?

-Additionally, the timing of fall course evaluations was discussed, including the possible negative impacts of it being unable to be distributed until after add/drop, which is always close to Thanksgiving Break.

6. **Adjournment**

-The meeting was adjourned at 11:52 a.m.