

ACADEMIC POLICY COUNCIL (APC) Minutes

MONDAY, MARCH 8, 2021

3:00 p.m.

Via Zoom:

<https://ufl.zoom.us/j/97399537810?pwd=TW1keWdvdS9lYldLMkFqNGtTNUZjUT09>

Present: Hans van Oostrom, Richard Scholtz, Laurie Bialosky, Angela Lindner, Angela Bacsik, Jason Byrd, Emma Towler, Moon Lee, Eleni Bozia, Chris Hass, Paul Duncan, Amanda Phalin, Elizabeth Wood, Youssef Haddad, Andrew Zimmerman, Deborah Mayhew, and David Bloom.

1. Call to Order

- The meeting was called to order by APC Chair Hans van Oostrom.

2. IDEA Tip

- Self-biases awareness was discussed. There is a given name project at UF meant to allow an individual to answer to a name established in primary UF system(s) which would then propagate to other UF fields and systems. This has been welcomed by community members who may have names which do not easily 'fit' into 'standard' fields. Some examples provided included: those who may utilize traditional familial surnames but may find there are not enough fields or input spaces to properly input an entire surname into a UF system; or individuals who use a name on a daily basis which does not match his/her birth record, and which might inadvertently result in unclear or inconsistent academic records.

3. Approval of February 8, 2021 Minutes

- The minutes were approved.

4. New Business

a. [Evaluation of Teaching – Peer Assessment](#) / Evaluation of teaching discussion with Research & Scholarship Council members

- This faculty evaluation model seeks to utilize additional elements beyond just a student evaluation. Some elements of such a peer evaluation are already successfully being used by some colleges within UF.

- The model should be comprehensive and completed in three parts: 1- student 2-self and 3-peer review.

-As a framework to the discussion, council reviewed how the colleges' assessments are conducted and at what frequency. Examples of standardized rubrics of courses were reviewed as well as and how to record the consensus of an assessment.

- Council advocates that it provide these examples for the use of UF colleges to help provide guidance, so that each college may develop their own specific guidelines.

- The rubric should provide space to distinguish between graduate level, professional, and undergraduate courses.

- Evaluation sources should be as broad as possible.

- Evaluations should address how to aid best student learning. Faculty should be provided an opportunity to show if a course is troublesome or if a specific instructor is not performing well in teaching a course. Some courses tend to have repeat low evaluation scores, regardless of who the instructor is. Making a point of specifically identifying what assets and strengths an instructor brings to a course is helpful.
- Given the significant time investment needed to complete one, council discussed when it is most useful for peer evaluations to be performed, and also if the information is codified in any way during any of the periodic reviews.
- Council discussed the differences in current college practices, including that some colleges place an emphasis on evaluations being used as a developmental (as opposed to a punitive) tool. It was also discussed if this tool, in looking at overall assessment, could be useful as part of a teaching portfolio.
- Council members shared their department-level and college-level evaluations experiences and which evaluation components were most helpful.
- [College of Liberal Arts & Sciences \(CLAS\)' peer teaching evaluation form](#), best practices, and [teaching resources](#) were noted.
- The detailed Penn State document was discussed, and since key elements have been utilized, the lengthy document will be removed from council's final version.
- Council will obtain input from Welfare Council and Chair van Oostrom can present this tool's framework at a future deans' meeting.
- Chair van Oostrom incorporated today's comments in this [Evaluation of Teaching – Peer Assessment document](#) for online posting on the [council's webpage](#).
- Senators Phalin, Moon, and Byrd also discussed the Research and Scholarship Council's work on this topic. The Research & Scholarship Council has focused on the relationship of teaching and research in the faculty evaluation and tenure and promotion process. If a faculty member scores marginally in one area, strength in the other area can make a difference in their promotional opportunities and overall success.
- Bias in teaching is a concern. If faculty receive poor teaching evaluations, it can significantly affect the way faculty spend their time, disallowing time needed to carry out robust research. Research shows that when minorities and women are rated lower, they spend more time in teaching, and their research agenda and output is negatively affected as a result.

5. Old Business

a. UF Academic Calendar

- The Alachua County School Board has expressed acceptance of UF looking into the possibility of a UF and county public schools Spring Break overlap. Registrar Steve Pritz is preparing additional options which will be presented to the Faculty Senate Chair, who can help determine when the best time may be to add such an item to the Faculty Senate agenda.
- The academic calendar is approved five years in advance.
- Positive feedback has been received from many faculty and from student advisors regarding the delayed start of the Spring semester, which allowed an extra week for semester preparations.

b. Proposed Syllabi Statement/Resource

- This item is still being reviewed. Conversation continues about the best approach to highlight resources for students without necessarily being bound into a (lengthy) syllabus. Because it is expected that students will examine at least one syllabus, is it helpful to maintain some key resources, such as the [Disability Resource Center \(DRC\)](#) information, on a syllabus?
- A resource tab in Canvas could instead be created. A motion passed unanimously to support the creation of a resource tab in Canvas and to ask UFIT to present a mock-up for review.
- Faculty should be encouraged to present or highlight these resources, perhaps at the beginning of the semester.

6. Adjournment

- The meeting adjourned at 4:02 p.m.