

Academic Policy Council Minutes

December 14, 2016

HPNP building Room 4233 (Dean's Conference Room)

3:30 p.m.

Attendees

Angela Lindner, Beverly Sanders, Susan Schaffer, Lauren Solberg, Hans van Oostrom.

Absent: Paul Duncan, Paul Mueller, Horace tucker, Cindy Prins, Brendon Jonassaint (student representative)

Excused: Angel Kwolet-Folland, Karen Whalen

Recording: Susan Schaffer

Call to Order

Susan Schaffer, Chair, called the meeting to order at 3:30 p.m. and the November minutes were approved.

New Business:

- a. Discussion on student learning objectives for the 5 areas of experiential learning that make up the third UF Quest experience was **deferred to the January meeting** when Chris Hass (chair of the Experiential Learning Task force) will be able to attend.
- b. Beverly Sanders volunteered to participate in the "Take 30 Task Force" to consider data and make recommendations related to UF students achieving graduation in 4 years.
- c. Referral from Senate: Explore extending the grading time for Fall semester by one day (to Tuesday at noon instead of Monday at noon). Committee members were generally in favor of request from senate which would allow faculty more time to complete grades and ensure accuracy of final grades. **Discussion:** This change may cause issues with timely degree certification. It is important to look at the 5 year calendar to determine implications. **Action:** A Lindner will convey APC recommendation to Steve Pritz (Assistant VP for enrollment and university registrar).

Old Business

- a. 12 Day Rule and review of proposed changes to policy: A. Lindner has made revisions to policy based on September 2016 APC discussion. A FAQ document may also be developed. Final revised recommendation to be presented to Intercollegiate Athletics committee (IAC) in the Spring semester.
- b. Exam policy-Memo was sent by A. Lindner to remind faculty of UF exam policy, particularly regarding Reading Days and assigned exam times. **Action:** APC committee recommends that reminder emails be sent to faculty every semester regarding exam policy.
- c. Role of the APC Council on discussion about changes to Faculty Evaluation Questions-Kwolet-Folland:
Although A. Kwolet-Folland was unable to attend today's meeting, she provided the APC Committee with a timeline for the development of a revised course evaluation process, with implementation scheduled for January 2018. She is the person responsible for this time line. **Discussion:** Timeline needs to be fleshed out to list responsible persons for each step. APC and Faculty Welfare seem to be logical councils to be involved in the course evaluation change process, although whether a separate task force should be developed is unclear. Committee thought it also appropriate for Academic Personnel Board and evaluation expert David Miller be involved in the process. The role of the faculty senate should be clarified (will there be a vote?). Should students have access to evaluations via smart phones? What will be done to enhance

student response rates? **Action:** According to timeline, goals of the new evaluation instrument will be a focus of the next APC meeting.

The council adjourned the meeting at 4:30 p.m.

Submitted by Susan Schaffer, APC chair