

Senate Policy committee inquire:

"The base request is one where the syllabus boiler plate, i.e. classroom recording policy, university attendance policy, etc. could be provided as a tab on Canvas that students (and faculty) could be referred towards.

The more complicated ask is if the Syllabus tab in Canvas could be turned into the actual college Syllabus Template(s) where the faculty edit their portions and hard copies could be made directly from Canvas, and UCC could be given direct access for evaluation of new or changes to classes."

<http://syllabus.ufl.edu/syllabus-policy/>

4. In-Class Recording suggested wording:

- Students are allowed to record video or audio of class lectures. However, the purpose for which these recordings may be used for purposes are (1) for personal education at university, or (3) as evidence in, or in preparation for, a legal proceeding. All other purposes are prohibited. Specific recording without the written consent of the instructor is prohibited.

3. The university's honesty policy

- UF students are bound by the University of Florida standards of honor

for credit by students at the University of Florida, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment." The Conduct Code specifies a number of behaviors that are in violation of this code and the possible sanctions. [Click here to read the Conduct Code](#). If you have any questions or concerns, please consult with the instructor or TAs in this class.

6. A statement related to class attendance, make-up exams and other work such as:

Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies. [Click here to read the university attendance policies](#).

7. A statement related to accommodations for students with disabilities such as:

Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the disability Resource Center. [Click here to get started with the Disability Resource Center](#). It is important for students to share their accommodation letter with their instructor and discuss their access needs, as early as possible in the semester.

Design Tools – Currently available

The screenshot displays the Canvas LMS interface for editing a course syllabus. On the left is a navigation sidebar with options like Home, Announcements, Assignments, Discussions, Grades, People, Pages, Files, Syllabus, Outcomes, Rubrics, Quizzes, Modules, Collaborations, Attendance, Chat, and Office 365. The main content area is titled 'Course Syllabus' and includes a 'Syllabus Description' section with a table of grades and a 'Course Policies' section. The 'Design Tools' menu is open, showing options for adding content blocks, creating/editing syllabus content, and adding/rearranging syllabus blocks. The 'Add Blocks' menu includes options like 'Title Banner Block', 'Contact Information', 'Course Information', 'Course Description', 'Course Objectives', 'Course Requirements', 'Course Policies', 'Grading Policy', 'UF Policies', 'Getting Help', 'Academic and Student', 'Course Evaluations', 'Tips for Success', 'Online Proctoring With', 'Privacy and Accessibility Po...', 'COVID-19 Face-To-Face', and 'COVID-19 Recorded Course'. The 'Add/Edit Syllabus Content' menu includes options like 'Copy Existing Content', 'Add/Rearrange Syllabus Blocks', 'Grading Policy', and 'Course Policies'. The 'Add/Rearrange Syllabus Blocks' menu includes options like 'Canvas Grading Scheme', 'Institutional Policies', 'Choose a Theme', 'Customize Banner Text', 'Choose a Banner Image', 'Add/Edit Navigation Block', and 'Course Content Links'.

Grade	Points
D-	0.67
E	0.00

- Require faculty to import the template to their course.
- Takes some training to use the tool.
- Content can be updated. But faculty would need to reimport.

Canvas Course Shell

The screenshot shows the Canvas Course Shell for REL2362 Syllabus. The left sidebar contains navigation links: Account, Dashboard, Courses, Groups, Calendar, Inbox (19), History, Commons, and Help (10). The main content area shows the course title 'REL2362 > Syllabus' and a 'Development Term' section. Below this is the 'Course Syllabus' section with a 'Jump to Today' button and an 'Edit' button. A 'Course Summary' table lists items with their dates and due times.

Date	Details	Due
Wed May 15, 2019	Introduce Yourself	due by 11:59pm
	Syllabus Quiz	due by 11:59pm
Thu May 16, 2019	Initial Discussion Post Due	11:59am
Sun May 19, 2019	Module 1 Discussion	due by 11:59pm
	Module 1 Quiz	due by 11:59pm
	Module 2 Discussion	due by 11:59pm
	Module 2 Quiz	due by 11:59pm

- Default course shell can be created for all courses with a syllabus template
- Only applies to new courses
- Course copy from last semester overwrites the template

Adding to Canvas Navigation – Global or Course level

The screenshot shows the Canvas LMS interface for a course named REL2362. The left-hand navigation menu is visible, with the 'Groups' icon highlighted by a red box and the number '1' next to it. The 'UF Proxy Server' link in the bottom navigation menu is also highlighted by a red box and the number '2' next to it. The main content area displays the 'Course Syllabus' page, which includes a 'Course Summary' table with columns for Date, Details, and Due.

Date	Details	Due
Wed May 15, 2019	Introduce Yourself	due by 11:59pm
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- Content and updates can be push out centrally.
- Need clarification if policy allows separating these statements from the main syllabus.

Canvas custom tab in the Syllabus page

desirable, arises particularly because of the possibility that this is not the student's first offense, or that other offenses may follow it. Equity also demands that a uniform reporting practice be enforced; otherwise, some students will be penalized while others guilty of the same actions will go free." (p. 172).

Collapsed

▶ IUPUI Syllabus Supplement

Course Summary:

Date	Details
	Life Course Event Discussion Collapsed syllabus supplement due by 11:59pm
Fri Aug 8, 2014	Practice Quiz #1 due by 11:59pm
	Practice Quiz #1 due by 11:59pm

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Expanded

▼ IUPUI Syllabus Supplement

IUPUI Policy on Disability Accommodations

Students needing accommodations because of disability will need to register with **Adaptive Educational Services (AES)** and complete the appropriate forms issued by AES before accommodations will be given. The AES office is located in Taylor Hall, UC 100. You can also reach the office by calling 317-274-3241 or emailing aes@iupui.edu.

IUPUI Policy on Religious Holidays

IUPUI respects the right of all students to observe their religious holidays and will make

- Integrated into the Canvas Syllabus page
- Can be updated and applied across all courses
- Requires custom programming and modification to Canvas

Comprehensive syllabus solutions

Option A - Syllabus Management Systems

- Example systems adopted by other institutions:
 - [Simple Syllabus](#)
 - [Concourse Syllabus Management](#)
- Centrally managed repository
 - Meets federal and state requirements
 - Accreditation and reporting
 - Workflow management
 - LTI integration with Canvas
 - Archiving
- Replace <http://syllabus.ufl.edu/> and College/Department syllabus web pages.
- New workflow for faculty, requires training

Option B – Custom LTI tools

- Timeline and investment depends on the scope and requirement for the project
- Require continuous resources for security updates and upkeep
- New workflow for faculty, requires training
- Example from other institutions:
 - University of South Florida – Canvas syllabus archive
 - [Harvard](#) – Academic integrity template
 - [University of Maryland](#) – Syllabus repository not integrated with Canvas