

## April 22, 2022 APC Committee Minutes

**In attendance:** Paul Duncan, Andrew Zimmerman, Alexandra Bitton-Bailey, Richard Scholtz, Angela Lindner, Laurie Bialosky, Chris Hass, Angela Bacsik, Nikki Lyons, Vandana Baweja, Michael Fang, and Nancy Clark.

**Meeting Called to order** at 10:03am by APC Chair Richard Scholtz.

- **Richard:** I hope that everyone has had a chance to go over and review the minutes from the last meeting.
  - Angela motioned to approve the minutes and there was a second motion to approve.
  - **Richard asked if there were any objections to the motion to approve the minutes.**
    - **No Objections Made, motion approved.**
- **Chris:** Quality Mater Metrics to have online courses certified by 2025. There has been a lot of online courses coming through on T&P packets but there is no real language or guidelines to follow for evaluating them.
  - **Proposing new language to be added and language about Quality Matters Course Reviews for online teaching.**
  - Wanted to put this out here with the hopes to get a recommendation by the next meeting. Would ideally like a decision before October.
- **Michael:** Expressed concerns last meeting and thinks this is a good thing for faculty as things are progressing and moving forward.
- **Angela:** Will this need to be added to the department by-laws?
- **Chris:** Ideally, yes, we will be asking departments to adopt this language in their by-laws and included in annual evaluations.
  - This will get included in the University Guidelines.
- **Michael:** There should be a required HR training to be on a T&P committee, just like there is one for being on a Screen and Search committee.
- **Richard:** Asked if this would be at the University Level or the Department Level?
  - Chris answered at the University Level.
- Michael made two motions and Angela 2<sup>nd</sup> the motions:
  - 1<sup>st</sup> motion made was to add language about the online course review and adopt in department by-laws.
  - 2<sup>nd</sup> motioned was made to add an HR course to be on a T&P committee.
  - **Richard asked if there were any objections to the two motions.**
    - **No objections made; two motions passed.**

- **Angela L.:** [Proposal revision of the Posthumous in Memoriam Degree Policy-Conferring Degrees to a student a student experiencing a terminal health condition.](#)
  - **Under grad program:** granting a degree to a student who is terminally ill-only award to those who meet 80% of the degree program requirements and that the majority of the degree program faculty supports the awarding of the degree.
    - **Departments would notify the dean of this request.**
  - **Professional program-**college should partner with the Dean of Students Office who should work closely with the student and/or family to obtain the necessary medical documentation that confirms the student cannot complete the degree requirements due to terminal health condition
    - **Dean submits letter to Provost for approval.**
    - If Provost approves the Registers office would immediately order the diploma to get it to the student/family as soon as possibly instead of waiting until the next graduation ceremony.
  - **Grad Degree-**department should work with Dean
- **Angela B.-**says that wording of “Should” is ok to use but wonders if the wording would be better as “Shall”.
- **Michael-** Asks what the difference is between “Should and Shall” ?
  - **Angela B-**in a contractual way shall is a more legally binding term. Feels that this is more of a compassionate outreach program and thinks that using “Shall” might be too much.
- **Angela L-** Thinks that the language reflects that Departments “Shall” and all others “Should”
- **Michael-**Thinks that “Shall” be used across the language. This way there is no question.
  - Michael made motion to approve language and the change to “Shall” and Angela B 2<sup>nd</sup> the motion.
  - **Richard asked if there were any objections**
    - **No objections made; motion passed.**
- **Angela L-** Will make the language update to the document to put in place.
- **Richard-**Gave a brief Faculty Senate update:
  - Degree wording regarding the UF President search and the decision to use the language of Highest Terminal degree vs. PhD or equivalent wording.

**Meeting adjourned:** at 10:41am by Richard Scholtz

*Minutes Submitted by APC Chair Richard Scholtz.*