

ACADEMIC POLICY COUNCIL (APC) Minutes

Tuesday, January 31, 2023

9:45 a.m.

239 Tigert (Provost's Conference Room)*, or if needed, via Zoom:

<https://ufl.zoom.us/j/93835431484?pwd=Z3R3M3VXSXY3VXRDRDQmdUUnlvOFBRdz09> Meeting ID: 938
3543 1484 Passcode: 945880 Dial in: +1 305 224 1968

Present: Richard Scholtz, John Krigbaum, Angela Linder, Tom Kelleher, Chris Hass, Nancy Clark, Crystal Marull, Vandana Baweja, Karen Whalen, Deborah Mayhew, and Alissa Gary.

1. Call to Order – Richard Scholtz, APC Chair

- APC Chair Richard Scholtz called the meeting to order at 9:47 a.m.

2. Approval of December 20, 2022 Minutes

- The minutes were passed with no objections.

3. New Business

a. University Libraries Committee (ULC) Syllabus Language Request

Discussion focused on how to approach recommended language for UF syllabi to highlight UF Libraries and library resources/staff available to students. Two text options available depending on the type of course offered. Option A includes language to connect with liaison librarian and Option B includes language to connect with designated librarian/subject specialist (for interdisciplinary courses).

Motion passed at 9:55 a.m. to include UF Library syllabus language as 'recommended' content in Policy on Course Syllabus. Further details to be worked out with Academic Technology, but ideally would have boilerplate text available on UF Syllabus template via Canvas.

b. UF's Religious Holiday policy communications (Memo) (Policy)

General discussion about how to manage the disconnect between some faculty and students with respect to unexcused absences due to student observance of religious holidays. There are dates/times when these conflict with assembly exams, for example, and faculty are either unaware of UF policy or resist accommodating students. Need to effectively reinforce UF policy with faculty (and students) and perhaps add language to syllabus. Further, students ideally should be able to submit an anonymous request

regarding absence/accommodation. One potential option is having students submit a form via Smartsheet (e.g., Pharmacy), but ultimately faculty need to be better aware of policy and working with students to accommodate reasonable requests that fall within this policy.

4. Old Business

a. Syllabus Design Tool /Campus Resources on Canvas Syllabus Template / [Syllabi Statement](#) Update

Awaiting word from the Director of Academic Technology. APC Chair will reach out to Mark McAllister and cc Associate Provost Hass. Need to explore use of 'tabs' in Canvas shell along the lines of Gen Ed requirements.

5. Adjournment

- The meeting adjourned at 10:20 a.m.

Minutes Submitted by APC Member John Krigbaum.