

ACADEMIC POLICY COUNCIL (APC) MINUTES

Tuesday, October 25, 2022

9:45 a.m.

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

<https://ufl.zoom.us/j/99931047576?pwd=a3VYQWFmWnZydllXWGw2ZE1oV3hrUT09>

Meeting ID: 999 3104 7576 Passcode: 849766 Dial: 301-715-8592

Present: Richard Scholtz, John Krigbaum, Tom Kelleher, Chris Hass, Laurie Bialosky, Crystal Marull, Nancy Clark, Patricia Sohn, Vandana Baweja, Angela Lindner, Karen Whalen, Norman Beatty, Emma Carlson, and Ryan Yang.

1. Call to Order – Richard Scholtz, APC Chair

- APC Chair Richard Scholtz called the meeting to order at 9:45 a.m.

2. Approval of September 27, 2022 Minutes

- The minutes were approved, with amendment at end of first paragraph of section 4.a Post Tenure Review that “the APC review of the BOG regulation was to inform the ACFS (Advisory Council of Faculty Senates) discussion rather than to suggest university regulation amendment.”

In mid-September, BOG shared with UF Faculty Senate Chair, a working draft dated 9-14-2022 that outlined proposed new regulations regarding post-tenure review. This document requires suggestions on working draft from the APC to pursue constructive dialogue with the BOG to amend draft by consensus. *The APC review of the BOG regulation was to inform the ACFS (Advisory Council of Faculty Senates) discussion rather than to suggest university regulation amendment.*

3. New Business

a. University Libraries Committee (ULC) Request for Recommended Syllabus Language – Angela Lindner, Associate Provost for Undergraduate Affairs

UF Library resources are underutilized. The goal in this revised syllabus language is to better inform UF students about this vital resource—students should know that they can approach a librarian to utilize resources and learn about opportunities to enhance their education. Proposed syllabus amended language will create better opportunities for student learning.

Recommended syllabus language would highlight resources provided by UF Libraries and Librarians to improve student competency in library use. Improved language goes beyond ‘Academic Resources’ listing and might be included within UF syllabus template/Canvas as recommended text. Two options were reviewed that would address

different language required, depending upon liaison librarian or subject area/specialist. Any recommendation would require approval by all appropriate UF committees (e.g., University Curriculum, Professional Committee, Graduate Committee).

Discussion focused on merit of proposed UF Libraries statement(s) and how amended language might be managed in Canvas and syllabus template to facilitate student learning.

Further, how is UF Libraries promoting message to faculty / departments to highlight this important resource.

Motion passed to table the issue. Reach out to UF Libraries to learn how they are informing faculty/departments and how they are managing their campaign to better inform students about available resources. UFIT will focus on improving available syllabus tools in Canvas to assist in effort.

b. [Canvas Use Policy](#) – Chris Hass, Associate Provost for Academic & Faculty Affairs

Discussion about syllabus requirements and Canvas as a potential tool for ‘syllabus building’. To adhere to the UF student success initiative, instructors must use the Canvas gradebook.

Friendly amendment from the UFIT committee raised at last APC meeting was to clarify second sentence of current text: “Distributing and storing the course syllabus, along with any syllabus updates, and maintaining OR COMMUNICATING student grades” (uppercase/underlined text is addition to original).

Motion passed to approve the friendly amendment to the ‘Required Minimal Canvas Usage’ policy (last updated December 13, 2021).

c. [Canvas Syllabus Template / Syllabi Statement](#) update – Ryan Yang, Associate Director, Academic Technology

Different options and approaches in Canvas to adopt required versus recommended text into course syllabi. One option in Canvas would be to include ‘Institutional Block Templates’ using ‘Design Tools’ to assist in syllabus building. Another option would be to add a tool to Canvas Navigation at the global level which would allow uniform updates to required and recommended syllabus content. Reviewed navigation option ‘Syllabus Resources’ but would require a different name to clarify content (Syllabus Policies? Syllabus Academic Resources? etc.).

Also discussed plausibility and feasibility of producing pdf version of syllabus from syllabus content in Canvas.

d. [Other/Faculty Senate Special Meeting](#) – Chris Haas, Associate Provost for Academic & Faculty Affairs

Discussed upcoming UF Faculty Senate meeting (October 27, 2022) focused on the selection of the 13th President of the University of Florida, and if the May 5, 2022 [Presidential Qualities Resolution](#) prepared by this committee last spring was reviewed by the Presidential Search Committee.

4. Adjournment

- The meeting adjourned at 10:54 a.m.

Minutes Submitted by APC Member John Krigbaum.