

From: [Elizabeth Schott](#)
To: [Elizabeth Schott](#); [Angus I. Cameron](#)
Subject: Dean's Notes - April Edition
Date: Thursday, April 2, 2026 3:51:20 PM
Attachments: [Community Standards Spring 2026.pdf](#)
[Templates for Implementation of State Rule 6A-14.092.docx](#)
[Rule Workshop Feb 27 2026 \(2\).pdf](#)
[image002.png](#)

Hi, All –

Welcome to April! I hope you all had a great spring break and are looking forward to the rest of the semester. Gus, Andy, and I plan to visit each campus again during finals week – so please be on the lookout for those invitations next week.

TL;DR Version:

FALL section level syllabus are now available – please note the reset recommendations for ensuring you have the latest textbook information! Summer and Fall syllabus must both meet the new ADA rule changes, and Fall syllabus must also meet the new FL DOE rules. Open registration for Summer and Fall is now underway as well! Don't forget to complete at least the first module of your annual compliance training (Digital Accessibility Basics) by the 7th. Finally – prioritize the Severe and Major item flagged in Canvas by YuJa, no matter what the percentage says, as those are based on the new accessibility standards.

Upcoming key dates:

- April 1 - Section Level syllabus editing opens for FALL classes
- Tuesday, April 7 - Annual compliance training for just the ADA due (all other due the end of the year)
- Wednesday, April 8 - Preview FSW - Charlotte
- Friday, April 10 - School Meeting Friday! SPAS at 1130 – zoom link below:
• <https://fsw.zoom.us/j/85654514772?pwd=cStWVW5CQ050UWN2U21TU0U1T2U5Zz09>
- Wednesday, April 15 - Preview FSW - Collier
- Thursday, April 23 - Preview FSW – Hendry Glades
- Apr 22 – 28 - Final Exams
- Friday, May 1 - Commencement
- Monday, May 4 - Last Duty Day – Happy Summer!

Summer & Fall Schedules:

Open registration is now underway! Based on our enrollment trends, we are hopeful that will be able to open more sections – we will monitor closely over the next month to see which classes and modalities are popular to prioritize course openings.

Evaluations (Full-time Faculty)

We have completed all Form 1 and Forms 2s! To round out the evaluation cycle, Form 3's

were due at the end on the March - I only have about 10 Form 3s to go so please be sure to get those in!

ADA Rule – Severe and Major in YuJa are required!

When reviewing your canvas course (or any documents) in YuJa, be sure to comply with the guidance below – no matter what percentage is showing on the screen:

- Items flagged as Severe and Major are HAVE TO DOs – these are changes that are required in the new law
- Items flagged as Minor are BEST PRACTICES – these are recommended, but should only be addressed after the Severe and Major items are updated.

If you need extra help, enroll in the YuJa toolkit or reach out! (And ignore the fact that highlighted texts are now a minor flaw when you read this email!)

Simple Syllabus

- The fall section level syllabi are now available in Simple Syllabus. Gus and I updated all the textbook adoptions in the Course Master Syllabi so they should all be accurate – but to get them to load into your syllabus, be sure to RESET that section after you roll any previous semester syllabi. Simple Syllabus is designed to pull from your previous semester first and then from the master for any sections with instructor level editing. This is to limit the number of times you need enter all your specific course polices. For Fall, we have also added an Important Date section between the two schedule sections.
- To reset a section, go to the upper left-hand menu of your syllabus in Canvas, and click on the clock-like image. You will then be promoted to select which sections you want to reset. I strongly recommend resetting both the HONORLOCK section and the REQUIRED COURSE MATERAILS section EVERY SEMESTER to ensure you have the latest information.
- I have attached Dr. Harris’s information with some different examples for the implementation of the new state rule – she has some great descriptions/definitions of different type assessments as a starting point.
- Key Syllabus Best Practices (this is not a complete list!):
 - Roll any syllabus you would like from previous semesters first
 - Reset the Required Course Materials
 - If you teach online, Reset the Honorlock Guidance Section
 - If you teach a BLENDED section, list in the course description what blended looks like for your course (in person and zoom? In person and online? One day a week?)
 - Update the Course Schedule section to include the new required assessment information (SPAS recommends a generic Table either by week or module with material covered and assessments due.) No need to add specific due dates, or every MyLab homework, but be sure to include enough information so students understand how they will be assessed (weekly homework, chapter quiz, module

exam, etc). The hope is that this table will be “evergreen” and can roll from semester to semester with little updating.

- Canvas Schedule – make sure this is enabled and private. Simple Syllabus will pull in the exact assignments with due dates from your Canvas course.
- Update your requirements to students with your specific course policies – be sure to include specifics on attendance, late work, and make-up exams. It is best practices to note that students with documented extreme or extenuating circumstances (military deployments, hospitalizations, pregnancies etc.) should reach out directly to the instructors in the case of late or missing work.
- Update the grading policies section. There is a specific note here for your late assignment policy (even if it that you do not accept late work). This is a good place to add a little more detail about any types of assessments you do in your class. You can also elaborate on the types of assessments in your course in the course assessment section if you would like - the course masters currently have a very generic list without definitions as a start.

Academic Calendar

The FALL (and beyond) Academic Calendar is published: <https://www.fsw.edu/calendars> .

Note the inclusion of President’s Day as a holiday in the Spring. I am asking for the final exam calendar as well – They are working on making it accessible before posting.

Commencement Schedule:

Commencement planning is well under way for May – you should have received more information directly from the VPAA’s office. Please use the link in that email to RSVP. We ask that all full-time faculty attend at least one ceremony, with most attending the one designated for their school unless they request a different session. **SPAS students will be primarily at the 12:30 ceremony.**

- 9:00am
 - School of Arts, Humanities, and Social Sciences, School of Business and Technology, ½ non-DE AA students
- 12:30pm
 - School of Pure and Applied Sciences, School of Nursing, School of Allied Health, ½ non-DE AA students
- 4:00pm
 - School of Education, DE students

Annual Compliance Training (repeat):

There was some confusion about the timing for the annual compliance training – the new course must be completed this spring, and then annually with the rest after that. I completed the training and it was very quick (about 10-15 mins for me, but I am familiar with the rule and Canvas).

- All FSW employees must complete the new Digital Accessibility Basics module within the 2026 FSW Compliance Training by 4/7/2026.
- For the other 7 modules:
 - New FSW Employees - (Hired in 2026): Complete within 60 days of their date of hire.
 - Current FSW Employees - (Hired Before 2026): Complete by December 31, 2026.

Academic Misconduct/Community Standards

Attached are some great slides about our Community Standards from Dr. Palmer and her team. Thanks for all you do in this area – I know these are hard conversations to have with students.

Upcoming Events – Professional Development Opportunities for those interested:

SLS Faculty: June 5th, 2026

Registration is now available for the Summer 2026 training to teach the new SLS curriculum: <https://fsw.catalog.instructure.com/browse/trainingcalendar/tlc?sort=date&page=3>

De-Escalation Dynamics: Tools for a Safer Community: De-escalation skills are essential for maintaining a safe, respectful, and supportive campus environment.

[April 3rd 2:00p-3:00p](#)

Active Threat Preparedness and Response for FSW Faculty & Staff: In a crisis, every second counts. This interactive training equips college staff with the knowledge and confidence to respond effectively during an active shooter situation.

[April 10th 2:00p-3:00p](#)

FSW Online Symposium: Flexible Learning Beyond the Screen

This year's theme, Flexible Learning Beyond the Screen, continues the work in this course and provides an opportunity for FSW faculty, staff, and students to share best practices for teaching and learning online. Throughout the day, we'll reflect on how to sustain balance in computer-facing work while still creating meaningful learning experiences. There will be a keynote address by the award-winning Dr. Sean Nufer, a faculty and student panel moderated by Dr. Mary Myers, a collaborative design thinking challenge, and breakout conversations that explore ways to stay grounded and support students beyond the screen

Saturday April 4th - Space is limited. Register here to reserve your spot:

<https://fsw.catalog.instructure.com/browse/trainingcalendar/fsw-online/courses/2026-fsw-online-symposium>

IJET Open House + Learning Lab: Tiny Robots and Skills of the Future

Friday, April 3, 2026 | Drop in between 10:00 AM - 12:00 PM | G207

Build and race small programmable robots, visit the XR lab, and experience firsthand the problem-solving and collaboration skills shaping our future.

[Register Here](#)

IJET Open House + Learning Lab: End of Semester Emojis + AI Sticker Studio

Friday, April 17, 2026 | Drop in between 10:00 AM - 12:00 PM | G207

Create custom AI-generated emoji stickers, experiment with emerging tools, tour the lab, and enjoy a playful close to the semester with colleagues.

[Register Here](#)

Self-Paced

1. [Reimagine: Adapting Your Course for AI](#)
2. [Annual Adjunct Review Process](#)
3. [Assessment 101](#)
4. [Open Education Resources \(OER\), Copyright and Fair Use](#)
5. [DEV 101](#)
6. [FSW Caregivers Support Group](#)
7. [FSW AI Upskilling](#)

As always - comments, questions, or concerns, please let me know.

Best Regards,

libby

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Bad Joke of the Day - In honor of April Fools Day:

$$b = a$$

$$ab = a^2$$

$$ab - b^2 = a^2 - b^2$$

$$b(a - b) = (a + b)(a - b)$$

$$b = a + b$$

$$b = b + b$$

$$b = 2b$$

$$1 = 2$$