

MINUTES
University Curriculum Committee for Liberal Education (UCCLE)
December 10, 2007, 2:00 p.m., Hillcrest Hall Conference Room

Members Present: Jim Collier, Ron Daniel, Ginney Fowler, Lisa McNair, Phil Radtke, Susanna Rinehart

Guests Present: Monique Dufour, Bonnie Alberts

Members Absent: Kathryn Albright, Clare Dannenberg, Kelly Fennessy, David Ford, Leon Geyer, Carolyn Meier, Marlene Preston, Donna Cassell Ratcliffe, Esti Sheinberg, Joseph Sirgy, Ray Van Dyke, Bruce Vogelaar, Alex Weaver, Cindy Wood

1. **CALL TO ORDER** – Chair Radtke called the meeting to order at 2:05 p.m. in the Hillcrest Hall Conference Room.
2. **APPROVAL OF AGENDA** – A motion was made, seconded and unanimously approved to approve the Agenda.
3. **APPROVAL OF THE MINUTES FROM NOVEMBER 26, 2007** – A motion was made, seconded and unanimously approved to approve the November 26, 2007, minutes.

4. **WORKING GROUPS**

a. Planning and Direction – Susanna Rinehart – Ms. Rinehart discussed the status of the ‘draft’ UCCLE letter to President Steger and Provost McNamee (with copies to Jim Hyatt and Dwight Shelton) that was e-mailed to all UCCLE members for review. Ms. Rinehart received responses from many members approving the letter, along with some suggestions to shorten or rephrase portions of it. A motion was made and seconded to deliver the letter, following minor revisions, to President Steger and Provost McNamee, with copies to Jim Hyatt, and Dwight Shelton. The revised draft was then circulated to the UCCLE membership and the motion passed by an electronic vote tallied at noon on December 12, 2007. The Chair requested that a copy of the letter be submitted with the UCCLE minutes to ensure that a record of the correspondence would be readily available to interested parties.

b. Proposal Review – Monique Dufour – Ms. Dufour reported that nine (9) departmental ViEWS Plans were reviewed by the working group and that seven (7) of the nine (9) plans were approved. Approval letters will be sent by Chair Radtke to those departments whose ViEWS Plans were approved. The remaining ViEWS plans which require approval are from Geography and Horticulture. Chair Radtke offered to send a letter to both departments offering UCCLE’s assistance with the development of their departmental Plan.

The committee discussed the importance of institutional education regarding ViEWS Plans. Chair Radtke suggested that he revive the ViEWS ad hoc committee which was formed in Spring 2007, for this purpose, or, that the Proposal Review working group work on this during times in the academic year when they are not reviewing course proposals or conducting other business of the working group.

5. **OLD BUSINESS** – There was none.
6. **NEW BUSINESS** – There was none.
7. **ADJOURN** – A motion was made, seconded, and unanimously approved to adjourn the meeting at 3:05 p.m. The spring schedule for UCCLE meetings will be announced before the end of the year, with a probable meeting at the end of January 2008.

Submitted by:

Bonnie Alberts
Recording Secretary of the UCCLE