

MINUTES
University Curriculum Committee for Liberal Education (UCCLE)
September 17, 2007, 2:00 p.m. Hillcrest Hall Dining Room

- Members Present:** Jim Collier, Ron Daniel, Leon Geyer, Lisa McNair, Carolyn Meier, Marlene Preston, Phil Radtke, Donna Cassell Ratcliffe, Susanna Rinehart, Esti Sheinberg, Ray Van Dyke
- Guests Present:** Carolyn Rude, Monique Dufour, and Bonnie Alberts
- Members Absent:** Kathryn Albright, Clare Dannenburg, Kelly Fennessy, David Ford, Ginney Fowler, Joe Sirgy, Bruce Vogelaar, Alex Weaver, Cindy Wood

1. **CALL TO ORDER** – Chair Radtke called the meeting to order at 2:00 p.m. in the Hillcrest Hall Dining Room.
2. **INTRODUCTION OF COMMITTEE MEMBERS** - Chair Radtke introduced himself and then each committee member introduced themselves as the 2007/08 UCCLE.
3. **APPROVAL OF AGENDA** – There were no additions or corrections to the September 17, 2007, Agenda, and it was unanimously approved.
4. **DISTRIBUTION OF APPROVED MINUTES FROM MAY 2, 2007**
Susanna Rinehart discussed part 5(b) of the May 2, 2007, UCCLE approved minutes concerning Area 2, AFST 1714/SOC 2024 linkage. Ms. Rinehart stated she had spoken with Dr. John Ryan, Chairman of the Department of Sociology, during the summer, concerning his need to formally request that the courses listed above be unlinked and we should receive said request from Dr. Ryan this semester.
5. **COMMITTEE ORGANIZATION AND OPERATIONS**
 - a. Working Groups – Chair Radtke read the charge for each Working Group and asked that members indicate on the meeting attendance sheet which group they wish to join. The following are the three (3) Working Groups:
 - i. Proposal Review
 - ii. Assessment
 - iii. Planning and Direction
 - b. Working Group Conveners - Ray Van Dyke offered to continue as Assessment Convener, and Susanna Rinehart offered to continue as Planning and Direction Convener. Chair Radtke will contact members concerning the Proposal Review Convener. An added charge to the Proposal Review Working Group this semester will be the review of the remaining departmental ViEWS Plans.
 - c. Election of Vice Chair - Chair Radtke asked for nominations for Vice Chair. There were none. Chair Radtke asked that this item be tabled until the October meeting. A motion was made, seconded and approved unanimously to table this item. Chair Radtke will contact members concerning this elected position.
6. **WORKING GROUP REPORTS** - There were no reports.
7. **OLD BUSINESS**
 - a. Status of Departmental ViEWS Plans – Chair Radtke and Susanna Rinehart gave an overview of the status of departmental ViEWS Plans. There are 8 departmental plans being sent to the Proposal Review Working Group, and 3 departmental plans have not yet been received. It is hoped that the collection and approval of all departmental ViEWS Plans will be complete by the end of the fall semester. Chair Radtke asked that the Proposal Review Working Group report their progress relating to the Plans they are reviewing at the October UCCLE meeting.

Another item from the last UCCLE meeting: an ad hoc committee was formed to generate and make available to

the VT community, key information regarding the history and purpose of the ViEWS requirement and its place within the undergraduate curriculum. Chair Radtke will follow-up with this project and report to the committee next month. This information will then be available on the Curriculum for Liberal Education (CLE) website, along with other important information regarding departmental ViEWS Plans. Chair Radtke will report this information at the next UCCLE meeting in October.

8. NEW BUSINESS

- a. Updates on the Curriculum for Liberal Education (CLE) – These are some of the topics that will be addressed during the course of the UCCLE 2007-08 academic year:
 - i. CLE website – Susanna Rinehart reported that the CLE website is close to being ready to go ‘live.’ *A Guide for Students, Advisors & Faculty* is currently one of the most important links on the website. The website will include departmental liaisons, departmental ViEWS Plans, information relating to the UCCLE (Membership list, Agendas, Minutes), links to majors’ checklists, A-Z listings for courses, advising, and other basic information pertaining to the CLE. Susanna stated she welcomes any suggestions for future links.
 - ii. CLE departmental liaisons – Susanna Rinehart, with the assistance of a GA, has acquired 30 or more department liaisons for the CLE. These individuals will be used as much as possible for baseline questions, ‘cleaning up’ the CLE Guide, and to help facilitate planning and discussions regarding future CLE initiatives.
 - iii. Baseline assessment of CLE – Continuing.
 - iv. CLE course availability – Susanna Rinehart has been working with the Academic Roundtable to address ongoing challenges as the availability of CLE courses during summer registration.
 - v. WEAVEonline® - This is a new tool to be used by VT departments for assessment. Ray Van Dyke distributed a handout concerning WEAVEonline® and explained that it is an on-line management program for assessment. Other universities have used this program very successfully. Ray’s and Susanna’s offices are investigating how it can most effectively be used for the CLE.
 - vi. Soliciting proposals for thematic/linked CLE courses – Susanna Rinehart reported that she will be asking the Planning and Direction work group to assist in developing an initiative inviting teams of faculty to develop proposals for linked and/or thematic course sequences among existing CLE courses in different areas and departments. Carolyn Rude suggested setting up faculty conversations to generate ideas for this initiative and interest in submitting proposals.

Chair Radtke then asked members to send him a list for continued discussion at the October 22, 2007, UCCLE meeting since the meeting was running over the scheduled time.

9. OTHER BUSINESS – There was none.

10. ADJOURN – A motion was made, seconded and unanimously approved to adjourn the meeting at 3:10 p.m.

Submitted by:

Bonnie Alberts
Recording Secretary of the UCCLE