

## MINUTES

### University Curriculum Committee for Liberal Education (UCCLE) February 4, 2009, 2:30-3:30 p.m., Hillcrest Hall Conference Room

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**Members Present:** Jim Collier, Ron Daniel, Leon Geyer, Lisa McNair, Chris Mortweet, Marlene Preston, Donna Cassell Ratcliffe, Esti Sheinberg, Joe Sirgy, Ray Van Dyke, Yonsenia White, Cindy Wood

**Guests Present:** Bonnie Alberts, Karen Strickler

**Members Absent:** Logan Byrne, Clare Dannenberg, Elizabeth Fine, Carolyn Meier, Bruce Vogelaar

1. **CALL TO ORDER** – The meeting was called to order by Chair Geyer, at 2:30 p.m. in Hillcrest Hall Conference Room.
2. **APPROVAL OF AGENDA** – A motion was made and seconded to approve the Agenda. The motion passed.
3. **DISTRIBUTION OF APPROVED MINUTES FROM DECEMBER 3, 2008**
4. **WORKING GROUPS**

- i. Assessment – Jim Collier, Convener

Jim reported that Ray Van Dyke and Kate Drezek have developed a proposal for assessing the Curriculum for Liberal Education (CLE) and will present the proposal at the March 4, 2009, UCCLE meeting.

- ii. Planning and Direction, Cindy Wood, Convener

- a. ViEWS – The Planning and Direction Working Group met several times during the fall 2008 semester to consider issues surrounding ViEWS. Based on questions received from CUSP, the working group developed the document entitled *Recommendation to the Commission on Undergraduate Studies and Policies Review and Update of the University ViEWS Requirements*. There was a lengthy discussion including reference to Dr. Steger's Policy Memorandum No. 231, dated June 7, 2004, regarding the Revision of the Writing Intensive Requirement which states in item #4:

“...All departments must have an approved (departmental) plan by July 1, 2005. Student checksheets must reflect the approved plan.”

It was decided by the committee to discuss each question from CUSP and UCCLE's recommendation and either approve, revise, or not approve the recommendation.

- i. Is ViEWS important and should it be kept? RECOMMENDATION: ViEWS plans should be on file electronically. Creating a hot link between departmental checksheets and the corresponding ViEWS plans will give added visibility to ViEWS.

A motion was made and seconded to approve the recommendation. The motion carried with 11 yeas; 1 nay.

- ii. Should departments be responsible for planning, implementing and assessment of the in-major ViEWS requirement? RECOMMENDATION: Changes to ViEWS plans should be handled just like other curricular changes: more than 20% revision requires governance approval; <20% change would be

handled administratively as are other minor changes. As with other aspects of a degree program, the department is responsible for conducting and reporting on outcomes during the 7-year assessment cycle.

Ray Van Dyke suggested the last sentence of the recommendation be eliminated and the following sentence replace it:

*“Since the 5-year academic assessment report is no longer required, the department is responsible for reporting the assessment of its ViEWS requirement as part of appropriate administrative processes such as the 7-year academic review program and WEAVE on-line.”*

A motion was made and seconded to approve this correction. The motion carried with 11 yeas; 1 nay.

- iii. Is the UCCLE responsible for oversight of ViEWS? RECOMMENDATION: “oversight...in the Office of the Provost” should be clarified. The UCCLE recommends that ViEWS guidelines, developed during the initial development of departmental plans, be reviewed, updated and placed on the Registrar’s website with other information about course approval.

A motion was made and seconded to approve this recommendation. The motion carried with 11 yeas; 1 nay.

- iv. A new item was proposed to be added as follows: “UCCLE is responsible for generating policy changes for ViEWS and reporting such changes to the Commission on Undergraduate Studies and Policies (CUSP).”

Because of time restraints, the proposed item was not voted upon.

Chair Geyer welcomed questions/comments regarding UCCLE be sent to him via e-mail from committee members as he will be meeting with Dr. Daniel Wubah, Vice President and Dean for Undergraduate Education, next week. It was also suggested that Dr. Wubah be involved with recommendations concerning ViEWS.

## **5. OLD BUSINESS –**

- a. Thematic Areas for Liberal Education Course was tabled until the March UCCLE meeting – If anyone would like to assist Chair Geyer or Ron Daniel with this project, please notify them.
- b. Pathways (completing CLE requirements via specific courses or plans) was tabled until the March 4 UCCLE meeting.

## **6. NEW BUSINESS – OBSERVATIONS FROM THE CHAIR**

7. **ADJOURNMENT** – A motion was made and seconded to adjourn the meeting at 3:40 p.m. Motion passed.

Submitted by: Bonnie Alberts  
Recording Secretary for UCCLE

CLE Website: <http://www.cle.prov.vt.edu/>