

## MINUTES

### University Curriculum Committee for Liberal Education (UCCLE)

October 6, 2010

2:00 - 3:15p.m. - 230 Student Services Building

**Present:** Sheila Carter-Tod, Marlene Preston, Scott Rennekar, Rachel Holloway, Donna Cassell Ratcliffe, Lisa McNair, Kurt Hoffman, Carolyn Meier, Kate McConnell, Meir Schneller, Alan McDaniel, Mitzi Vernon (for Yonsenia White)

**Guests Present:**

**Absent:** Daniel Wubah, Joao Setubal, Cindy Wood, Elizabeth Fine, Brandon Carroll, Ally Hammond, Karen Strickler

1. **CALL TO ORDER** - The meeting was called to order by Sheila Carter-Tod, Chair.

2. **APPROVAL OF AGENDA** –

A motion was made and seconded to approve the agenda. Motion carried.

3. **OLD BUSINESS**

- Previous Chair's Report – Marlene Preston

Marlene gave a brief report summarizing the various subcommittees' work from last year. She started by mentioning that one task which still needing to be addressed is the proposal review format.

Marlene reported that the connections subcommittee came up with recommendations for the website. Marlene wrote these recommendations up and has shared these with Dan. The subcommittee suggested that the CLE guide needs some further revisions, and the full committee recommended that Dan work with the connections subcommittee on this.

She also mentioned that the membership and policies subcommittee worked to make some membership changes, which were completed through governance. The membership changes included adding the Director of Assessment or a designee and an AP Faculty representative from the University Libraries. The subcommittee then started to work on a form for courses that no longer wanted to be included in the CLE. They were also working to address courses, which had not been taught for a number of years in the CLE.

She further reported that the planning subcommittee worked on the symposium and the faculty student surveys. It was suggested that the symposium become an annual event.

Marlene also mentioned that she along with Bo Hart and Shane McCarty the former UCCLE student representatives from last year will be presenting the findings from the student perception survey about assessing the CLE at an AAC&U conference. Several members also went to Roanoke College during the summer for an AAC&U working group on integrative learning.

- Director's Response to the Report – Dan Thorp

Dan stated that the report has two large recommendations. One recommendation is for curricular enhancements and the other for infrastructure enhancements. In speaking with Dr. Wubah they have discussed that it is essential to reverse the order of these priorities and get the infrastructure in place. A new office has been established which consist of Dan as Director of the CLE which is currently located in his office in Major Williams Hall. As a transitional arrangement Karen Strickler will continue to provide support to the UCCLE this year. Dan will continue to remind Dr. Wubah of the importance of having a functional office with support for himself and for the UCCLE. If we are going to do things like this we need to have an office with support. Dan indicated that he had received the recommendations made for the website. He has already made a few changes and will continue to make additional changes throughout the year. He will also be working on how his office will work with other entities on campus.

As for the curricular enhancements he would like to familiarize himself with how other schools work with general education. Dan has put together a list of twenty-five institutions similar to Virginia Tech and he is

working with Academic Assessment to find out from these schools basic information such as how they fund the CLE, how the CLE is organized, and who teaches it. His goal is to begin talking about the CLE this year with a goal to next year begin the process of perhaps realigning the goals of the CLE with the goals of the AAC&U. Another thing to think about is alternate approaches to the CLE. The draft of the Undergraduate Strategic Plan has a number of things related to the CLE. The draft can be found at <http://www.undergraduate.vt.edu/>.

Dr. Wubah and Dan have discussed another symposium that is tentative planned for the middle of February 2011. Additional information will be forthcoming as it becomes available. Dan is also awaiting word on a proposal submitted to AAC&U to see if it has been accepted. One additional item that he mentioned was the possible additional of items to the Scholar site such as the historical records currently in Karen's closet. This is another project he would like to do this year if possible.

#### 4. NEW BUSINESS

- Discussion of Procedures for Course Review

A committee member questioned if the committee felt it might be appropriate to consider looking at the class size of some courses in the CLE as a means of "beginning assessment". There was also further discussion around whether we should be looking at courses in the CLE to assess how what they are teaching is different from what was originally proposed and approved. Discussion expanded to consider having a formal announcement to all departments that the CLE will begin reevaluating and reviewing all existing course proposals based on certain criteria. It was suggested that the criteria could be drawn from the environmental scan of peer institutions (being conducted by the director) and a criteria list be derived for comparison. These comparisons would allow for a better understanding of outside perspectives while also looking at inside perspective as we begin the larger task of assessing the CLE more specifically.

Sheila asked the Membership Process and Policies Subcommittee to discuss this and bring back ideas to the full committee for further discussion. They agreed, and will meet in the off week to discuss this further.

- Discussion of Chair Position for Next Year

Sheila discussed the Vice-Chair position, which assumes the Chair position of the committee next year. She asks that members consider serving and to send nominations to her by email (sct@vt.edu).

**Recommendations for First Reading** – The following course proposal(s) were distributed to UCCLC members electronically for review.

AHRM 2654, Housing Environments, Area 6, effective Fall 2010.

- No action was taken on this proposal pending additional information needed from the department.

EDCI 3024, Issues in American Schooling, Area 3, Spring 2011 (already in Area 3 as a 2 credit course seeking approval as a 3 credit course)

- Proposal to approve for first reading, EDCI 3024, Issues in American Schooling, Area 3, effective Spring 2011.

#### 5. BRIEF SUBCOMMITTEE TIME –

#### 6. ADJOURNMENT

The meeting adjourned at 3:11p.m.

Submitted by,  
Karen W. Strickler  
Recording Secretary