Meeting Minutes

1. Approval of minutes from the meeting on November 12, 2012
   • Motion to approve, seconded, approved as distributed

2. Update on Title III Grant (Laurel Kieffer)
   • L. Kieffer distributed “Title III Efforts in Implementing Learning Outcomes”
     ‣ Professional development opportunities have been offered
       ‣ Another in winterim
       ‣ Bundled professors are encouraged to meet (weekly, monthly, 1x per semester)
     ‣ Literature has been read, workshops attended on topics including assessment and learning communities
     ‣ Both Living Learning Communities (residential) and Learning Communities (bundles) have been formed
       ‣ Students develop significant bonds with other students and have the opportunity to work with 3-5 faculty both in-class and in out-of-class activities decreasing the likelihood of staying at UWEC
       ‣ Faculty/staff make connections across disciplines
     ‣ Artifact reading completed this summer
       ‣ 500-600 pieces
       ‣ Evaluated against rubrics
       ‣ Helps to determine good vs. mediocre assignments
     ‣ Evaluation of satisfaction and feedback opportunities were provided. Results will be tabulated and distributed.
   • L. Kieffer distributed a copy of the rubrics and the bundle application materials
     ‣ Can be found online (http://www.uwec.edu/Undergrad/IntegrativeLearning.htm)
     ‣ Faculty/staff have worked to revise the rubric language to ensure it is assessable; it has also been fine-tuned to fit the needs of UWEC
   • Bundle proposals are due December 14th
     ‣ Approval of the dean of the college is now needed (funding, seat availability)
     ‣ L. Kieffer is looking for volunteers from ULEC to read the proposals
       ✔ Reading done independently the week of finals with one group meeting to discuss recommendations
       ✔ M. Goulet, C. Brandt, P. Ihinger volunteered; if interested or you have questions, contact L. Kieffer
   • Title III External Review
     ‣ All faculty and staff are invited to attend an open discussion on Title III’s impact on campus curricular reform
       ✔ Two sessions will be offered
         ✔ Wednesday, December 5th from 3:15 to 4:15 PM or 4:15 to 5:15 PM in Davies/Chancellors Room 311
3. Discussion on draft Procedure Manual for ULEC
   - M. Goulet is reviewing the 2004 version
   - Table of Contents will have to be developed
   - "Jurisdiction" should not be located with "Membership" and "Function"
   - J. Loomis was volunteered to rewrite “The Philosophy of the Liberal Education Core” section
   - "Criteria for inclusion in the Liberal Education Core" – A spreadsheet of the 650 courses with general education designation in the 2013-14 Catalogue will be distributed
     - A subcommittee was formed to draft the “Prerequisites and Availability” (M. Goulet, M. Bonstead-Bruns, S. Watson)
   - "Procedures for Requesting a Course be Offered for General Education"
     - 1st time versus continuing approval – transition plan needed
     - ULEC doesn’t know the intentions of departments; charge departments with determining which courses they want included in the liberal education core
     - Faulty/staff should be notified if a course they teach is going to be eliminated
   - Where is the framework?
     - Very close to alignment with the chairs document
     - Should be distributed to the campus community prior to Christmas and onto Senate in January
   - Liberal Education will become a "program" on campus – evaluation needed
     - ULEC suspended "Student Evaluation” – formalize the removal

Adjourned at: 2:55 PM
Submitted by: S. Forcier
Approved: 12.10.12