IMPROVEMENT OF LEARNING COMMITTEE  
Tuesday, February 6, 2007  
4:00 pm - 320 Brigham Hall  

Chair Ben Collins called the meeting to order at 4:02 pm.

**Members present:** Carol Sue Butts, Gwendolyn Coe, Ben Collins, Kevin Concannon, Martha Drummond, Kevin Haertzen, Dick Klawiter, Kathy Lomax, Jordan O’Connell (Student Senate Rep), Esther Ofulue, and Sue Price.

**Members absent:** Laura Anderson, Tom Lo Guidice, Stan Lukowski, Louis Nzegwu, Rhea Presiado, and Warner Smidt

1. **Appointment of a secretary for the day:** Klawiter volunteered.

2. **Approval of the minutes:** It was moved by Ofulue and seconded by Haertzen to approve the amended minutes of the November 21, 2006 meeting. Motion carried.

3. **Announcements:**
   a.) CIF funding was increased from $12,000 to $22,000 because of TSI monies. The wording on the form needs to be corrected as the front reads $12,000 and the back reads $22,000. Collins – for ’07-’08 there are no segregated funds for SoTL but SoTL proposals can be submitted.
   b.) Butts said the Service Learning award has been created with a $1000 award that will be presented at the Fall 2007 Convocation. The individual needs to complete the on-line CUP results form to be eligible to receive the award. Anderson, Lo Guidice, and Ofulue will review the nominations and make recommendations to the committee.

4. **Recommendations for Alliant Energy Underkofler Award:** Concannon, speaking for the subcommittee (Concannon, Lukowski, and Ofulue) said UWP can submit three names. He said there is some confusion about the requirements as there are differences between the UWP (teaching plus) and UW System (teaching only) requirements. The committee ranked the applications as follows: 1.) Kyle Metzloff; 2.) Louis Nzegwu; and 3.) Theron Parsons. Two other candidates, Micheal Mee and Philip Parker were deemed less qualified. A discussion followed about the strengths of each candidate.

   Finalists will be notified to submit their material electronically as system staff has been reduced and material will be sent to reviewers electronically (rather than the committee meeting in Madison). Also, CDs need to be summarized rather than attached.

   Individuals not receiving the Underkofler award are encouraged to apply for the Regents Teaching Award. Note: must have 10 years teaching and criteria is different.

   The ILC makes a recommendation to Butts who will notify the winners and others. It was moved by Haertzen and seconded by Lomax to support the recommendations of the sub-committee. Motion carried. Klawiter abstained as he wrote a letter for one of the candidates.

5. **Old Business:**
   a.) **Review of NSSE survey results, and discussion of proposed actions:** Collins – need to put together a packet of information so the topic is postponed until the next meeting.
   b.) **Laptop Computers:** Collins – Smidt not in attendance so the topic is postponed until the next meeting.
6. **Other:** Collins – Gina Concannon will attend the next meeting and discuss support for students.

a.) Ofulue is concerned about CIF funding format. She would like to see 100% funding for a few [best] proposals rather than partial funding for many proposals. Collins – the committee agreed to talk this year and decide a strategy. He said some individuals turned down the partial award because it is not enough to cover the work. Ofulue – an entire summer of work should be compensated with at least $3000. Butts – now we have $22,000 (the original $12,000 and an additional $10,000 from TSI) to spend on curricular improvement. We can continue to do summer but now more flexible and pay after completion. The timeline is as follows:

- December 18 – announcement
- January 12 – to Deans
- January 19 – to College Curriculum
- March 19 – to Kathy Lomax

Ofulue – the back page (#7) says pay by September 1 so the committee may need to review the writing.

Ofulue – propose full funding for the best ones. Coe says rank them by quality and stop at funding limits.

Price – many proposals include changes to curriculum but this would require UUCC action. Coe suggested that if an applicant has done the work, they should receive compensation, even if ultimately the UUCC does not approve it.

Butts – she is not aware of any course that the UUCC did not support. However, perhaps the question should be are courses being submitted to the UUCC.

Collins – said he was bringing the discussion to a close, Butts is taking notes for changes next year.

7. **Next meeting:** Tuesday, February 20, 4:00 pm - 320 Brigham
Collins said topics include:

a.) Regents Award
b.) Gina Concannon will discuss service to students
c.) NSSE
d.) Recommendations from the HLC self-study

8. **Adjourn:** Due to the 5:00 hour, Collins adjourned the meeting.

Respectfully submitted,

Dick Klawiter  
Secretary for the Day