

Kutztown University of Pennsylvania
General Education Program & Assessment Committee
11 a.m. Thursday, November 21, 2024, online via Zoom
Minutes

Present: Megan O’Byrne (Chair), Alexander Hernandez (Vice-Chair), Meg Norris (Vice-Chair), Michele Baranczyk, Tony Bleach, Diana Ebersole, Erin Kraal, Sandra Leonard, Lauren Levine, Derek Mace, Dannell MacIlwraith, Feisal Murshed, Krista Prock, Karen Rauch, and John Stanley

Absent: Tammy Wert and Deborah Hokiens

Guests: Kayline German, Bill Donner, and John Ronan

M. O’Byrne called the meeting to order at 11 a.m.

Approval of the Minutes

The minutes from the meeting held Thursday, October 17, 2024, were presented for review. J. Stanley moved to approve the minutes, seconded by E. Kraal. **MOTION PASSED.**

Proposals

LAS 25025, Cat A4 - ANTH/SOCI 236: Writing Culture: Ethnographic Research Methods

- a. K. Rauch motioned to continue the previously tabled discussion.
- b. B. Donner completed the addition of "permission of instructor," which allowed the discussion to move forward despite the surrounding issues.
- c. K. Prock mentioned that certain items used for the information literacy assessment do not allow students to demonstrate the required skills, such as those outlined in SLO 5.
- d. A. Hernandez stated that the revised version of SLO 5 should not affect the course approval.
- e. J. Stanley moved to certify the course; seconded by A. Hernandez. **MOTION PASSED.**

LAS 25032, Cat A4 - ENGL 126: American Sports and Contemporary Texts

- a. J. Ronan was present to discuss the proposal if any questions were asked.
- b. K. Rauch mentioned that this course is important because students often have difficulty finding a course that counts as both a literature course and a general education course.
- c. J. Stanley moved to certify the course; seconded by S. Leonard. **MOTION PASSED.**

New/Tabled Business

Decertification Instructions

- a. Current policy is not official policy at present, as the UCC is currently updating their policy. An official policy will be established once a new check sheet is completed. Please refer to D2L for the current policy.

Pre-Requisite Policy

- a. M. O'Byrne initiated a dialogue concerning the categorization of courses and the implementation of prerequisites. She sought insights from experts in the fields of science and mathematics.
- b. S. Leonard posed a question regarding the application of prerequisites across different course categories, with a specific focus on English courses.
- c. D. Ebersole and L. Levine engaged in a discussion about the objectives of General Education (Gen Ed) courses. They examined how prerequisites might affect the accessibility of these courses.
- d. The possibility of implementing stacked courses and the flexibility of prerequisites were considered.
- e. K. Rauch recommended seeking input from other college committees.
- f. The discussion concluded with a consensus that these matters require further deliberation within the group. E. Kraal motioned to table the discussion; seconded by K. Rauch.

MOTION PASSED

Elections

- a. **Nominations:** A. Hernandez nominated M. O'Byrne for a second term as Chairperson of GEPAC.
- b. **Voting Procedure:** J. Stanley inquired if M. O'Byrne could run again. M. O'Byrne confirmed.
- c. K. Prock moved to close nominations. **MOTION PASSED**

Old Business

Oral Communication Rating Day October 25, 2024

- a. Item was not discussed.

Continued Items from the Task List

Response to GE External Reviewers

- a. M. O'Byrne tabled for the next working meeting.

SLO 5 Revision

- a. A. Hernandez is considering a proposal to divide Student Learning Outcome (SLO) 5 into two distinct general areas:
 - i. Gathering Information
 - ii. Application of Information
- b. Discussion to be continued in next working meeting.

January Assessment Day

- a. January Assessment Day is scheduled to take place on Tuesday, January 21, 2025. The evaluation of items will be conducted using Student Learning Outcome (SLO) 6.

Next Meetings

Working Meeting

- a. The next Working meeting is scheduled for 11 a.m. Tuesday, November 26, 2024, to discuss other subjects as necessary.

Adjournment

Meeting adjourned 11:54 a.m.

Kutztown University of Pennsylvania
General Education Program & Assessment Committee
11 a.m. Tuesday, November 26, 2024, online via Zoom
Working Meeting Minutes

Present: Megan O’Byrne (Chair), Alexander Hernandez (Vice-Chair), Erin Kraal, Sandra Leonard, Lauren Levine, Dannell MacIlwraith, Krista Prock, Karen Rauch, and John Stanley

Absent: Meg Norris (Vice-Chair), Michele Baranczyk, Tony Bleach, Diana Ebersole, Deborah Hokiens, Erin Kraal, Derek Mace, Feisal Murshed,

Guests: Kayline German and Tammy Wert

M. O’Byrne called the meeting to order at 11:02 a.m.

Old Business

Review of External Reviewer Response

- a. M. O’Byrne led a discussion to approve the external reviewer response.
- b. J. Stanley suggested to include internal recruiting as a potential solution to some issues raised by reviewers.
- c. Committee discussed the challenges and perceptions associated with teaching General Education courses. They acknowledged that some faculty members view teaching Gen Ed as a punishment, potentially due to the workload involved. The committee recognized the necessity for a cultural shift to change this perception.
- d. The team discussed the need for additional data on faculty perspectives and experiences, particularly regarding General Education (Gen Ed) courses. They agreed to advocate for and provide enhanced professional development opportunities for faculty, including direct coaching and identifying excellent faculty members.
- e. The team prioritized the development of the FYSM program over the revision of the document.
- f. J. Stanley moved to approve the revised external reviewer response; seconded by E. Kraal. **MOTION PASSED**

SLO 5 Revision

- a. A. Hernandez was present to listen to suggestions for improvement and to respond to any questions.
- b. Members of the committee discussed potential ideas and issues, such as the division of the assessment, the feasibility of the proposed approach, and the accuracy in measuring student work products.
- c. S. Leonard proposed that to assessment of assignments should demonstrate students' ability to use effective search strategies to access information.
- d. The committee discussed the challenges of aligning faculty assignments to the new rubric, particularly in relation to the complex and broad outcomes expected from students. They emphasized the necessity for a clear process for modifying the rubric and

the underlying learning outcomes.

Adjournment

Meeting adjourned 11:55 a.m.