

Kutztown University of Pennsylvania
General Education Program & Assessment Committee
11 a.m. Tuesday, March 25, 2025, online via Zoom
Meeting Minutes

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

Absent: Michele Baranczyk, Erin Kraal, Feisal Murshed, and Tammy Wert

Guests: Kayline German

M. O’Byrne called the meeting to order at 11:03 a.m.

Approval of the Minutes

The minutes from the meeting held **Thursday, February 20, 2025**, were presented for review. S. Leonard moved to approve the minutes, seconded by J. Stanley. **MOTION PASSED.**

Proposals

LAS 25072 – FYSM – Women in Politics

- a. M. O’Byrne motion to call to table. J. Stanley moved to approve motion, seconded by A. Hernandez. **MOTION PASSED.**
- b. The course was deemed to meet the two SLOs and had clear assessment methods with the precaution that the course proposal might be missing a page of weekly topics. J. Stanley moved to approve the course, seconded by L. Levine. **MOTION PASSED.**

New Business

Outcomes of Designathon Survey

- a. The results of the Designathon Survey showed clear preferences for branding ideas “Compass”, “Keys”, and “Discovery” and slogan ideas “Wander with Purpose”, “Unlock the Inner You”, and “Curiosity Fuels Learning”.

FYSM Course Primary Syllabus Revision

- a. The necessity to update existing FYSM courses to align to the new primary syllabus from Fall 2023 was emphasized.
- b. It was stated that when a department updates a syllabus, it is expected that all faculty members follow the primary syllabus. Members are encouraged to support and assist each other in this process.
- c. Suggestions have been made about the curricular information available on ChairNet for informational purposes and general announcements.

- d. The importance for faculty compliance with requests and requirements was discussed.
- e. The need for clarity in the communication processes to avoid confusion was mentioned.

Rating Day

- a. May Assessment Day has been scheduled for Thursday, May 29.

Old Business

Letters to Chairs for General Education Course Removal

- a. Course removal letters have been sent and has received responses. Changes will be made after analyzing responses. More information to come.

GEPAC Senate

- a. Members of GEPAC visited the senate on Thursday, March 6. Discussions were held about general education and the five-year process and its progress.

General Education Assessment Plan

- a. The ongoing work on the assessment plan was discussed, emphasizing the need for a well-thought-out approach.

Next Meetings

Business Meeting

- a. The next Business meeting is scheduled for 11 a.m. Thursday, April 17, 2025, to discuss other subjects as necessary.

Working Meeting

- a. The next Working meeting is scheduled for 11 a.m. Tuesday, April 22, 2025, to discuss proposals.

Adjournment

J. Stanley moved to adjourn the meeting, seconded by A. Hernandez.

Meeting adjourned at 11:45 a.m.