

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

Present: Megan O’Byrne (Chair), Alexander Hernandez (Vice-Chair), Meg Norris (Vice-Chair), Tony Bleach, Deborah Hokien, Erin Kraal, Sandra Leonard, Lauren Levine, Dannel MacIlwraith, Feisal Murshed, Krista Prock, Karen Rauch, John Stanley, and Tammy Wert

Absent: Michele Baranczyk, Diana Ebersole, and Derek Mace

Guests: Kayline German, Michelle Savescu, and William Donner

M. O’Byrne called the meeting to order at 11:00 a.m.

Approval of the Minutes

The minutes from the meeting held **Tuesday, April 17, 2025**, were presented for review. J. Stanley moved to approve the minutes, seconded by L. Levine. **MOTION PASSED.**

Proposals

GEPAC [Omnibus Decertification Proposal](#)

- a. In Spring 2025, department chairs were queried to confirm current courses offered within the program.
- b. The proposal reflects all courses that were requested to be removed.
- c. A. Hernandez motion to accept, seconded by K. Rauch. **MOTION PASSED.**

LAS 25057 – C2 – MATH 105: College Algebra

- d. M. O’Byrne requested a motion to bring proposals to table. E. Kraal moved to approve motion, seconded by L. Levine. **MOTION PASSED.**
- e. Mathematics representatives M. Savescu was present to answer questions.
- f. L. Levine motion to accept, seconded by K. Rauch. **MOTION PASSED.**

LAS 25058 – C2 – MATH 106: Trigonometry

Reference to LAS 25057 – C2 – MATH 105: College Algebra proposal section

- a. M. O’Byrne requested a motion to bring proposals to table. A. Hernandez moved to approve motion, seconded by L. Levine. **MOTION PASSED.**
- b. Mathematics representatives M. Savescu was present to answer questions.
- c. E. Kraal motion to accept, seconded by K. Rauch. **MOTION PASSED.**

LAS 25059 – C2 – MATH 115: Precalculus

Reference to LAS 25057 – C2 – MATH 105: College Algebra proposal section

- a. M. O’Byrne requested a motion to bring proposals to table. L. Levine moved to approve motion, seconded by J. Stanley. **MOTION PASSED.**

- b. Mathematics representatives M. Savescu was present to answer questions.
- c. E. Kraal motion to accept, seconded by L. Levine. **MOTION PASSED.**

Old Business

GEPAC Assessment Plan

- a. The General Education Assessment plan extends through academic year 2026-2030.
- b. The setup is to flip the semesters in which courses were initially assessed while keeping the order similar. Example: if SLO 2 was assessed in fall in the first round, now it will be assessed in spring.
- c. Discussion was had regarding the scheduling of SLO 7. In the proposal it is slated for Spring – opposite of its original assessment, but also in the semester with far fewer sections.
 - a. The committee agreed to collect artifacts for SLO 7 in both Fall 2027 and Spring 2028.
 - b. This means collecting both SLO 7 and SLO 2 in Fall 2027.
 - c. SLO 2 will be prioritized for preparation and redacting in the Assessment Office as those artifacts will be rated on their normal schedule.
 - d. SLO 7 items can be “held” for processing by the Assessment Office until all SLO 7 artifacts come in, through Spring 28.
 - e. Assessment of SLO 7 artifacts will happen on the timeline for artifacts collected S28.
- d. J. Stanley motioned to accept the GEPAC Assessment Plan as amended, S. Leonard seconded. **MOTION PASSED.**

Branding

- a. Please complete the [survey](#).

New Business

Composition

- a. Feedback for composition memo requested for the next working meeting.

Assessment Report SLO 6

- a. Feedback and editing for report requested for the next working meeting.

Important Dates / Hold Dates

- MSCHE Accreditation Visit – October 5-8, 2025
- January Rating Day – January 21, 2026
- Spring Rating Day – May 20-21, 2026

Next Meetings

Working Meeting

- a. The next Working meeting is scheduled for 11 a.m. Tuesday, August 26, 2025, to discuss proposals and other subjects as necessary.

Business Meeting

- a. The next Business meeting is scheduled for 11 a.m. Thursday, September 18, 2025, to discuss proposals and other subjects as necessary.

Adjournment

Meeting adjourned at 11:56 a.m.

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

Present: Megan O’Byrne (Chair), Alexander Hernandez (Vice-Chair), Michele Baranczyk, Tony Bleach, Diana Ebersole, Sandra Leonard, Feisal Murshed, Krista Prock, Karen Rauch, John Stanley, and Tammy Wert

Absent: Meg Norris (Vice-Chair), Deborah Hokien, Erin Kraal, Lauren Levine, Derek Mace, and Dannell MacIlwraith

Guests: Kayline German, Andrew Arnold, William Donner, Kevin Mahony, and Patricia Pytleski

M. O’Byrne called the meeting to order at 11:00 a.m.

New Business

Composition

- a. S. Leonard present to discuss composition memo and the merging of composition courses into a unified program.
- b. Suggestions were made to revise the SLOs for each course to improve consistency and align with the common goal.
- c. Suggestions were made to review course requirements for all majors to better serve Kutztown University students and reduce confusion from the variety of composition courses offered.
- d. Concerns were expressed regarding the ownership of Composition courses and discipline specifics.
- e. Emphasis on composition courses considered as an inclusive program rather than English department centered.
- f. Subcommittee dedicated to addressing issues related to composition courses to be formed.

Assessment Report SLO 6

- a. Feedback and editing for the report requested.

Adjournment

Meeting adjourned at 11:52 a.m.