

Kutztown University of Pennsylvania

General Education Program & Assessment Committee

11 a.m. Thursday, August 20, 2026, online via Zoom
Meeting Minutes

Present: Megan O’Byrne (Chair), Alexander Hernandez (Vice-Chair), Meg Norris (Vice-Chair), Tony Bleach, Todd Dodson, Diana Ebersole, Deborah Hokien, Erin Kraal, Pierette Kulpa, Lauren Levine, Krista Prock, Karen Rauch, and John Stanley

Absent: Bradley Congelio, Joseph Jedwab, and Tammy Wert

Guests: Kayline German and Christine Nunez

M. O’Byrne called the meeting to order at 11:01 a.m.

Approval of the Minutes

The minutes from the meeting held on **Thursday, April 16, 2026**, were presented for review. A. Hernandez motioned to approve the draft of the minutes, seconded by M. Norris. **MOTION PASSED.**

Proposals

There are no proposals to consider at this time.

Business

General Education Change Policy/Procedure

- a. M. O’Byrne presented a draft version of the policy and procedures for changes to the General Education program requested by APSCUF and Senate leadership. The information provided mirrors existing information from the General Education Bylaws.
- b. Members of the committee were asked to review the information and regroup for the next Working meeting.

SLO Updated Rubrics

- a. The SLO rubrics were reviewed and revised during Rubric Rodeo. The revision aimed to improve consistency with language and format across all rubrics and to simplify their use for raters.
- b. The participants in Rubric Rodeo have agreed to remove SLO 8. Additional discussion is needed for SLO 6 due to its complexity.
- c. A score of “0” has been included in the rubric for students who do not meet the performance level. An “X” has been included in the rubric for artifacts that are unreadable and/or not aligned with the SLO.
- d. The term *Capstone* has been incorporated into the rubrics. A question was raised regarding its use. M. O’Byrne clarified that *Capstone* represents a level of proficiency or

excellence that exceeds expected student outcomes. While many students may reach this level, it is not considered an anticipated outcome for all students.

- e. GEPAC members were asked to review the revised SLO rubrics, gather notes, and share their comments via email.

Assessment Report/Information

- a. A. Hernandez present to discuss assessment report information.
 - i. SLO 5 Report
 - a. A call for volunteers was made to assess 20 video artifacts.
 - ii. SLO 4 Data
 - a. Item not discussed.

GEPAC Self-Study

- a. GEPAC members were asked to review self-study documents and form subgroups for the General Education five-year program review.

Reminders

Important Dates

- * Planning of potential dates for January and May 2027 Rating Day.

Next Meetings

Working Meeting

- a. The next Working meeting is scheduled for 11 a.m. Tuesday, August 25, 2026, to discuss other subjects as necessary.

Business Meeting

- a. The next Business meeting is scheduled for 11 a.m. Thursday, September 17, 2026, to discuss proposals and other subjects as necessary.

Adjournment

Meeting adjourned at 11:47 a.m.

Kutztown University of Pennsylvania

General Education Program & Assessment Committee

11 a.m. Tuesday, August 25, 2026, online via Zoom

Working Meeting Minutes

Present: Megan O’Byrne (Chair), Alexander Hernandez (Vice-Chair), Meg Norris (Vice-Chair), Tony Bleach, Bradley Congelio, Todd Dodson, Diana Ebersole, Erin Kraal, Pierette Kulpa, Lauren Levine, Krista Prock, and Karen Rauch

Absent: Deborah Hokien, Joseph Jedwab, John Stanley, and Tammy Wert

Guests: Kayline German

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

Business

General Education Change Policy/Procedure

- a. The committee discussed housing the policies and procedures for changes to the General Education Program under the GEPAC Committee webpage, focusing on structural changes to the General Education Program rather than routine curricular changes, revising the document title to better reflect its purpose, and ensuring that the document meets accessibility standards.
- b. D. Ebersole motion to accept the proposal, seconded by T. Dodson. Abstentions: K. Prock and K. Rauch. **PASSED AS AMENDED.**

SLO Updated Rubrics

- a. The committee discussed the ongoing development of the rubric with the intent to simplify the structure and language over time and the rubric format and visuals to ensure the rubrics meet accessibility standards. Clarification that while this work represents a major revision to the rubrics, these documents remain living and will be continuously revised after use.
- b. A. Hernandez motioned to approve the rubrics, seconded by K. Prock. **PASSED AS AMENDED.**

Assessment Report/Information

- a. No information to share at this time.

GEPAC Self-Study

- a. The committee will continue working on the self-study.

Next Meetings

Business Meeting

- a. The next Business meeting is scheduled for 11 a.m. Thursday, September 17, 2026, to discuss proposals and other subjects as necessary.

Working Meeting

- a. The next Working meeting is scheduled for 11 a.m. Tuesday, September 22, 2026, to discuss other subjects as necessary.

Adjournment

Meeting adjourned at 11:38 a.m.