

**Kutztown University of Pennsylvania**  
**General Education Program & Assessment Committee**  
**11 a.m. Thursday, August 22, 2024, online via Zoom**  
**Minutes**

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

**Absent:** Laurie McMillan, Karen Rauch

**Guests:** Kayline German, Tammy Wert

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

**Approval of the Minutes**

The minutes from the meeting held Thursday, April 18, 2024, were presented for review. J. Stanley moved to approve the minutes, seconded by M. Norris. **MOTION PASSED.**

**Introductions**

M. O’Byrne welcomed members to the GEPAC meeting and introduced S. Leonard, Composition Coordinator, and K. German, Clerical Assistant for the Office of the Provost.

**Proposals**

LAS 000 – ENGL 144- Comics Studies – Decertify

- a. T. Bleach addressed the proposal, explaining that the course no longer achieves the intended outcomes for General Education.
- b. J. Stanley moved to decertify the course; seconded by L. Levine. **MOTION PASSED.**

**Old Business**

FYS – SLO 7

- a. The updated rubric is now available on the GEPAC website. The collection of FYSM artifacts will take place in Fall 2024.
- b. FYSM materials are still being added.

Base Budget Request

- a. A base budget for GEPAC has been established.

## **New Business**

### GEPAC Secretary Election

- a. M. O'Byrne moved to open nominations for Secretary.
- b. D. Ebersole self-nominated to serve AY 24/25 and will substitute whenever K. German is unavailable. D. Ebersole will review draft minutes after meetings.
- c. J. Stanley moved to accept the nomination. D. Ebersole was elected Secretary.

## **General Education Outside Reviewer Visit**

- a. M. O'Byrne presented the General Education five-year external review.

## **Rating Day**

- a. The SLO1 & 8 report is being prepared to conclude Spring 2024 assessment.
- b. SLO 7 Rating Day is scheduled Tuesday, January 21, 2025, 250 MSU.

## **Planning for AY 24/25**

- a. M. O'Byrne shared the [Task List](#) with members and asked committee members to sign up for at least two areas and/or form subcommittees to collaborate on assignments.

## **Next Meetings**

### Business Meeting

- a. The next Business meeting is scheduled for 11 a.m. Thursday, September 19, 2024, to discuss proposals.

### Working Meeting

- a. The next Working meeting is scheduled for 11 a.m. Tuesday, September 24, 2024, to discuss other subjects as necessary.

## **Adjournment**

D. MacIlwraith moved to adjourn the meeting, seconded by L. Levine.  
Adjourned 11:36 a.m.