



Office of Undergraduate Studies

General Undergraduate Requirements Committee

March 26, 2026 | Teams | 11:00 AM – 12:00 PM

Agenda

- Guest Speaker: Dr. Stephen King
- Approval of 02.19.26 Meeting Minutes
- Report on Old Business
- Communications Foundation Course Reviews
 - Link to Teams folder: [Communication](#)
 - Guest Speaker from the Nicholson School of Communication and Media: Dr. William Kinnally
 - Guest Speaker from the Department of Writing and Rhetoric: Dr. Melody A. Bowdon
- Any New Business

Attendance

Committee: Aravinda Kar, Cheryl Cavaliere, Debaleena Majumdar, Donna Breit, Frank Tamberelli, Jacqueline Woerner, Jason Fridrich, Kersten Schroeder, Lauren Kehoe, Rie Suzuki, Sue Bauer, Woo Hyoungh Lee, Elizabeth Giltner, Laurie Pinkert, Robin Back, Stefani Francisco, and Yeidaliz Garcia

Guests: Delia Garcia, Sandra Wheeler, Sean Robb, William Self, David Kwun, Melody Bowdon, Stephen King, and William Kinnally

Meeting Minutes

1. Meeting called to order by Kersten Schroeder at 11:02 AM.
2. Dr. Stephen King addressed the committee with updates from the Board of Governors (BOG) meeting.
 - a. Dr. King shared our course review rubric with other universities.
 - b. Sociology 1000 and 2000 may be removed from the GEP starting Fall 2026. BOG still needs to vote.
 - i. The courses can still be taught as electives for majors.
3. Approval of 02.19.26 Meeting Minutes
 - a. Motion to approve 02.19.26 Meeting Minutes made by Lauren Kehoe and seconded by Donna Breit.
 - i. Vote: All members voted yes. Minutes approved.
4. Communications Foundation Course Reviews

Last Updated: 3/26/2026 | 1



Office of Undergraduate Studies

- a. Dr. Melody Bowdon provided an overview of the report submitted for ENC 1101 and 1102.
- b. Dr. William Kinnally provided an overview of the reports submitted for COM 1000, 1603C, and 1608.
- c. Kersten Schroeder explained how he graded courses based on the rubric the committee created.
- d. The committee established a process for reviewing and evaluating the course reports.
 - i. Stefani Francisco will send Communication course reports and the grading rubric to committee members.
 - ii. Committee members will review courses using the grading rubric.
 - iii. Committee members will review their scores and any points of contention during next meeting.
- e. Motion to table the discussion on course reviews for the next meeting made by Lauren Kehoe and seconded by Frank Tamberelli.
 - i. Vote: All members voted yes. Minutes approved.
5. No new business.
6. Motion for adjourn made by Frank Tamberelli. Meeting adjourned at 11:49 AM.

Future Meeting Dates

- Spring 2026
 - 4/23/26