



Office of Undergraduate Studies

General Undergraduate Requirements Committee

August 20th, 2026 | Teams | 11:00 AM – 12:00 PM

Agenda

- Establish quorum
- Election of chair and vice chair
- Approval of 04.23.26 GURC Meeting Minutes
- Updates from the Office of Undergraduate Studies
- Report on Old Business
 - Website updates
- New Business

Attendance

Voting Committee Members: Dana-Marie Dennis, Debaleena Majumdar, Jenna Wheeler, Kersten Schroeder, Lauren Kehoe, Nora Underwood-Caputo, Rie Suzuki, Sue Bauer, Woo-Hyoung Lee

Ex-Officio Committee Members: Elizabeth Giltner, Stefani Francisco, Yeidaliz Garcia

Guests: Delia Garcia, Sandra Wheeler, Ronnie Zimmerman

Minutes

1. Meeting called to order by Kersten Schroeder at 11:06 AM.
2. Quorum met.
3. Updates from the Office of Undergraduate Studies
 - a. Kersten Schroeder presented an overview of the committee's responsibilities and what was accomplished last year.
4. Chair Election
 - a. Motion to elect chair made by Jenna Wheeler, seconded by Nora Underwood-Caputo.
 - b. Kersten Schroeder was nominated and accepted the nomination.
 - c. Vote: Majority voted yes. Kersten Schroeder was elected as chair.
5. Vice Chair Election
 - a. There were no nominations.
 - b. Stefani Francisco will send an email for nominations. Once received, she will send a poll to vote for the vice chair.
6. Approval of 04.23.26 GURC Meeting Minutes
 - a. Motion to approve minutes with update of "Sociology 1000" to "Sociology 2000" made by Elizabeth Giltner, seconded by Lauren Kehoe.

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- b. Vote: Eight members voted yes. One member abstained. Minutes were approved.
7. Website Updates
 - a. Meeting minutes will be posted on the website.
8. Kersten Schroeder presented the process for reviewing the State Writing Requirement courses.
 - a. Courses will be reviewed based on the syllabi, which should state how they meet the State Writing Requirement.
 - b. Review should be completed by the end of the Fall 2026 semester.
 - c. Wayne Bowen will notify colleges and departments before the review process is initiated.
 - d. Stefani will create and present an electronic form to collect course information at the next meeting.
 - e. Elizabeth will create and present a template with the requirements list to be used in syllabi at the next meeting.
9. Kersten Schroeder presented the process for reviewing the GEP Math Foundation courses.
 - a. Wayne Bowen will notify colleges and departments about the review process and report to submit to the committee.
 - b. The committee will review the reports based on the rubric created last year.
10. Motion to adjourn made by Dana-Marie Dennis, seconded by Sue Bauer.
 - a. The meeting adjourned at 11:50 AM.

Future Meetings

- September 17th, 2026
- October 15th, 2026
- November 19th, 2026
- December 17th, 2026
- Spring 2027 TBD