

**Present:** Adrianna Simone (Social Justice Studies), **Chair;** **Voting Members:** Diwa Ramos (Math); Cindy McGrath (Journalism); Sara Toruno-Conley (English); Robert (Bob) Moore (Science); Ryan Tripp (Social Science); Tess Caldwell (English), **Non-Voting Members:** Rikki Hall (Director of Admissions & Records)  
**Absent:** Ryan Pedersen (Dean of Instruction: Math & Sciences); Natalie Hannum (VP of Instruction); Armon Gonzalez (LMCAS Senator)

**Guest:**

**Meeting called to order:** 1:06 pm      **Location:** Online – Zoom Meeting

## CURRENT ITEMS

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- **Welcome, Public Comment and Announcements**

- D. Ramos was awarded tenured
- Ethnic Studies workgroup is meeting Thursday, March. 10<sup>th</sup> at 10AM
- C. McGrath announces a print issue of *The Experience* is coming out soon

- **Approval of the Agenda - Action:** Approved (M/S: R. Moore/D. Ramos); unanimous

- **Approval of the Minutes (February 23rd, 2022) - Action:** Approved as amended (Motion with amended change: R. Tripp/C. McGrath); unanimous
  - Error in header to be adjusted to correct date

- **GE/EMP Goals**

Updated Facilities Master Plan (extended through 2022)

A. Simone asked about the EMP goal from the older master plan (5.2--Goal 5): Develop and implement the facilities plan by 2021-22. A. Simone asks if we want to continue to edit this? Email sent to A. Simone from Carlos Montoya says there is no specific details as this is a coordinated district effort. The district is in the process of selecting a firm late spring into summer. Does GE have anything to say about that?

GE Input/Discussion:

C. McGrath says we could mention making sure there are appropriate facilities for the GE classes. R. Moore asks if we have the ability to address when classes are offered? Many classes could be overlapping in time. The college could make optimum use of the physical infrastructure. Is there any infrastructure (e.g. computer programs) to better schedule GE times and locations? C. McGrath says management asked the departments if there are enough F2F classes for spring 2022 with TTH and MW blocks. S.Toruno-Conley says she remembers this as well. It's noted if enrollment is being affected based on class times offered; we should put this in the document. C. McGrath acknowledges R.Moore's point and says we can note where improvements can be made. R. Moore says maybe there are tools out there to optimize scheduling of times and modality. If we have many classes still online, look at how the rooms are being used. R. Hall notes there is a new Visual Schedule Builder that may have this functionality. Someone in the Business department at LMC is trying it out as a demo. It's a pilot program. GE can push to have the college adopt this tool.

- UC/CSU GE Transfer: Implementing Procedures for Local LMC GE

A. Simone notifies the committee a couple of courses that were approved by the Curriculum Committee were not marked as local GE and never made their way to our committee. They are marked as GE transferable though. These courses are Kinesiology 200, 210, and Counseling 38. What should the process be when this happens? Below is the committee's discussion:

Area E Lifelong Learning:

Can the courses be placed in the electives portion of the catalog? R. Hall clarifies that courses in the elective category are those that don't meet other categories. C. McGrath says we can't take everything from transfer GE since we don't have enough boxes, so we created an electives box for those courses. All local GE courses fit into transfer GE boxes, but not all transfer GE courses fit into our local GE. Transfer GE students can take an Area E course as an elective for the local GE.

Kinesiology 210:

We would need to review this course because it's going into SB Area (Social Sciences). C. McGrath says for now it can go into the elective category. This course asked for 2 categories: Areas D and E. A. Simone asks would this course go in both boxes? R. Moore says just one box. C. McGrath notes it needs to be sent back through. S. Toruno-Conley asks, can the author just create a whole new COR, a duplicate to send through the process again? A. Simone says we can't do duplicate courses. What happens if we approve 210 after the fact? We can look at the PDF. Should be a quick review. Let's see what Eileen says and ask Morgan, the Curriculum Committee Chair.

GE Transfer versus Local GE:

C. McGrath says we could put an asterisk on courses that meet local GE, and if they get approved by CSU, we take off the asterisk. We'd need something to be triggered, so we check back in. S. Toruno-Conley asks if a course is approved as local GE, but not CSU transfer, wouldn't the course still meet local GE requirements? C. McGrath: yes, but the asterisk is for students, so they know it doesn't transfer the same way. S. Toruno-Conley asks if the GE committee would still need to re-review a COR that is denied for transfer though. R. Hall says the author of the course can revise the COR to resubmit for transfer. Then we'd need to re-review it.

eLumen:

If a COR notes an area for CSU and/or IGETC, it should trigger eLumen to send it to us. R. Moore: Is there a way for a super user to go back into eLumen and change the box? R. Moore: Every comment on eLumen should be available to see even though users can't view comments after the fact. C. McGrath: maybe we need to have an attachment to each COR with our GE comments. A. Simone plans to ask the Curriculum Committee to add a box in eLumen to show a GE local box.

General comments and questions:

For now, we may have to go back and review these CORs. For the future, this should be automatic. What do we do with these 3 courses for now? They're going into our elective category.

Final Thoughts:

How can we make sure this doesn't happen again? A. Simone: Train/remind faculty to check the local GE box. R. Moore: Also, which one we need to evaluate because some courses are encouraged to teach to

different areas. C. McGrath: Courses can be accepted in two different areas. Students can pick which area to apply it to. It cannot double-count. T.Caldwell and R.Tripp will do a quick review of the PDF. We'll make sure we get an approval in writing.

- **Program Review: Discuss the Comprehensive Program Review Template**

A. Simone notes Chialin asked this committee to look at this template and give feedback. Chialin has specific questions for us: Do we recommend changes to the questions? Should we delete any questions?  
A. Simone will tell Chialin we ran out of time and were unable to get to this item today, but we will put it our next meeting agenda.

**Meeting adjourned** at 2:28pm