

LOS MEDANOS COLLEGE

GE Meeting Minutes

Date: September 23, 2026

Time: 1:00pm-2:25pm

Location: CC2-223/Zoom location: <https://4cd.zoom.us/j/86920639615>

Voting Members Present: Adrianna Simone (GE Chair); Robert (Bob) Moore (Physics); Haydee Lindgren (Counseling) Cindy McGrath (Journalism); David Hlusak (Social Sciences); Sara Toruno-Conley (English Faculty); Matt Escajeda (Math);

Voting Members Joining Remotely: None

Non-Voting Members: Imelda Lares (Admissions and Records); Michele Laruta (Note Taker-OOI) Rikki Hall (Admissions and Records); Nila Adina (Articulation Officer); Nicole Trager (Dean of Math and Sciences)

Guests: None

Absent: Diana Gutierrez; Natalya Marroquin (Student Member); Dr. A'kilah Smith (VPI)

Meeting Called to Order: 1:06 pm

1. Welcome, Public Comments, and Announcements (3 mins)

- *Standing Item:* Approve tele-conference waiver (2 per year per committee): (Action): None
- The meeting began with Matt announcing that the Math Department will be hosting a Math Study Slam in the LMC Math Center on October 2nd from 12pm – 3pm with professors, tutors, pizza and snacks. Dr. Simone also announced that she will be attending the Accessibility Meeting at DVC on September 24th.

2. Agenda/Minutes: Additions, Deletions, and Revisions (7 mins) (Action)

- GE Agenda for 9/23/26 meeting: Action (M/S: Sara/Bob) 7/0/0 unanimous
- GE Minutes from 9/9/26 meeting: Action (M/S: Bob/Sara) 7/0/0, Approved with two edits: (1) Removing Connie Konsavage from absent list and (2) In Line Item 1, second bullet point, changing the word “meetings” to “waivers” in the last sentence.

3. New Business (35 mins) (Information, Discussion, Action)

- Department Chair Meeting Debrief: Dr. Simone and Matt presented at the Department Chair's meeting on 9/22/26. A PowerPoint was created, to help further explain the GE Assessment process to department chairs and what the committee needs from each department. Dr. Simone and Matt displayed the form, the supporting documents, and the tutorial video. Dr. Simone and Matt felt that while the meeting went well, there was a question raised about why additional forms are needed when data is already being collected in Canvas, particularly since some previous assessments are not accessible in eLumen. Dr. Simone outlined four reasons for maintaining the form: (1) To gather reflections on assessment effectiveness, (2) To capture quantitative data that isn't available in Canvas, (3) To provide an exercise for professional development, and (4) To involve more community members in evaluating the overall program.
- *Standing Item:* GE Assessment Hours: The committee established a standing item for GE meetings to provide assistance with assessment questions for any faculty. This was the first meeting with this standing item, although there were no attendees for assessment assistance.
- Completing Area 1b and Area 7 GE Assessment Form Examples: The committee identified that the GE Assessment Form is missing examples for Area 1b Oral Communication and Critical Thinking and Area 7 Diverse Perspectives. The committee reached out to Star Louis Steers, who is on sabbatical, and requested if she can complete the assessment form for Area 1b so that the committee can upload her submission as an example. The committee was able to use David's assessment example for Area 4 Social and Behavioral Sciences for Area 7 since his courses also belong to Area 7. David uploaded his data again but selected Area 7 instead, and his example was uploaded to the form for Area 7.

4. Previous Business (30 mins) (Information, Discussion, Possible Action):

- GE Program Assessment: The committee discussed integrating GE assessment into the existing course assessment process but decided to table this discussion for future consideration when the next assessment cycle begins. The committee also updated the course catalog links in the GE Assessment Form to reflect the 2026-2027 academic year.
- Format GE Assessment Email: The committee developed a strategy for communicating with department chairs to ensure that the assessment forms are being completed for local GE course: (1) In early October contact department chairs with course lists, (2) Mid-October send out a first reminder to department chairs, (3) In early November send out a second reminder to department chairs and include Deans if needed, (4) Mid-November contact faculty directly if there is not any response from department chair, and (5) By early December send out a final reminder of all outstanding submissions.
- Courserdog Feedback: The committee was updated on how the system is operational and training is underway, with Grace Villegas handling the final stages of training implementation.

5. Committee/Task Team Updates (10 mins) (Information):

- Academic Senate: Dr. Simone updated the committee that there is ongoing work in Senate related to budget and funding policies.

- Distance Education: Sara announced that the online addendum is being revised and might be integrated into Coursedog.
- Teaching and Learning Committee: No updates
- Curriculum Committee: No updates.
- Articulation: No updates
- Enrollment Strategy & Planning Committee: Haydee shared that they are discussing an 8-week course model for a 16 week semester (two 8-week sessions). A community college in Long Beach has shown great success with this model.

Adjourn: 2:29 pm

* Vote totals may be affected by late arrivals or early departures.