

# LOS MEDANOS COLLEGE

## GE Meeting Minutes

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Date: September 9, 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)

Guests: None

Absent: Diana Gutierrez; Nicole Trager (Dean of Math and Sciences); Nila Adina (Articulation Officer); Natalya Marroquin (Student Member); Dr. A'kilah Smith (VPI)

Meeting Called to Order: 1:07 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 Dr. Simone addressing that the approval of tele-conference waivers will remain a standing item. This is because at FSCC, other Academic Senate Presidents stated that the committee cannot preapprove tele-conference waivers. Dr. Simone is going to follow up with President Ralston, and research laws regarding blanket tele-conference waivers. Dr. Simone and Rikki discussed the process for approving remote participation waivers, clarifying that while advance notice can be given for predictable situations like caregiving or official travel, a formal committee vote is typically only required for spontaneous just-cause scenarios. They discovered that under Oakland's statutory framework, members can provide notice for up to two meetings in advance for known obligations, and that emergency waivers require a formal vote regardless.

- David addressed that, due to scheduling and traffic, he will either be attending the meetings 10-15 minutes late (he prefers attending in person) or joining the meeting remotely from BRT-125. David also promoted Gaming Club, which he just donated games and equipment to. While announcing a new policy requiring club advisors to be full-time staff, which affected his ability to continue as an advisor.
- Cindy announced that the first issue of the school paper came out the previous Friday 9/4, including an article about Mustang Welcome Week.

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

- GE Agenda for 9/9/26 meeting: Action (M/S: Sara/Bob) 7/0/0 unanimous
- GE Minutes from 8/26/26 meeting: Action (M/S: Bob/Sara) 7/0/0, Approved with the mention that a blanket tele-conference waiver for the academic year cannot be implemented, although voted on by the committee.

## **3. New Business (25 mins) (Information, Discussion, Action)**

- Formatting GE Assessment Form Short Video: The committee discussed creating a short video (5 -10 minutes) tutorial for formatting the GE assessment form, with Matt agreeing to lead the project and demonstrating live how to complete the form and displaying examples of completed forms. The video will be uploaded to YouTube and stored in the Canvas shell for future reference.

## **4. Previous Business (45 mins) (Information, Discussion, Possible Action):**

- GE Program Assessment: The committee wanted to ensure the GE Program Assessment is on the agenda for the September 22nd Department Chairs meeting, which Dr. Simone and Matt will attend.
- Format GE Assessment email: The committee decided to send an email to department chairs about the GE program assessment this Friday 9/11, with the tutorial video to be provided after the September 22nd department chairs meeting. The email will be sent to department chairs, deans, voting and non-voting committee members, and will include information about standing training hours at GE meetings.
- Coursedog feedback: The committee spent time observing and navigating Coursedog together. Dr. Simone was a part of the Coursedog test and feedback team for the college and gave positive reviews for the new system. Dr. Simone provided detailed feedback on the system's improvements, including a more user-friendly interface, better aesthetics, and improved customization options. The committee discussed key concerns around the functionality of finding specific courses. The committee also reviewed the approval workflow process and identified some areas needing improvement, including accessibility issues with yellow color coding and the need for blue links in the catalog preview.

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

- Academic Senate: Dr. Simone updated the committee that Academic Senate's discussion focused on upcoming changes to Business Procedure 18.01 regarding how money is distributed from the district to colleges, with significant modifications expected to be presented at the upcoming Senate meeting. The procedure will undergo three readings, and faculty input is particularly important since the changes could potentially redistribute millions of dollars from DVC to LMC and other colleges based on performance and enrollment metrics. Dr. Simone recommends attending the next Academic Senate meeting or that faculty should engage with their Senate representatives to provide input on these changes, as their collective voice could influence the outcome through the District Governance Council.
- Distance Education: Sara announced that first meeting for Distance Education committee will be held on Monday 9/21, and that the committee plans to update their online addendum and address membership concerns.
- Teaching and Learning Committee: TLC is getting assessments done for their accreditation report and looking to redo the five-year cycle so that it connects better with the realignment.
- Curriculum Committee: No updates.
- Articulation: The first ISER Report is coming to Senate next week for first read.
- Enrollment Strategy & Planning: No updates.

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