



CALIFORNIA STATE UNIVERSITY, LONG BEACH

General Education Evaluation Committee

February 25, 2025

11:00am - 1:00 pm

Zoom Link for the Semester: <https://csulb.zoom.us/j/85999865773>

Attendees:

Minutes

1. Call to Order
2. Approval of Agenda
3. Approval of the Minutes of January 28, 2025, posted in CANVAS Monday night. Minutes were not posted as Tiffini ran out of time to prepare the minutes
4. Announcements- there were none
5. Service opportunities - volunteering for leadership roles is a critical component of shared governance:
 - a. Tiffini also sought volunteers for the secretary and vice-chair positions, emphasizing the need for more members to contribute to the shared governance of the campus. She encouraged interested individuals to volunteer or email her for consideration. The conversation ended with no volunteers coming forward.
6. Subgroup Member Assignments
 - a. Tiffini led the meeting, discussing the committee assignments and the process of assigning roles. Assigning Group Tasks for Committee. The meeting involved Tiffini assigning group tasks for a new committee. The first group would develop FAQs on various topics related to the committee's charge, while the second group would review syllabi. The third group would discuss website pages, and the fourth group would start compiling multiple drafts of written communication syllabi. The committee members were instructed to perform most of their tasks virtually, with meetings serving to discuss and share results. The committee's work included reviewing SEOs and syllabi for departments. Tiffini also mentioned working on a timeline for the committee's activities.
 - b. Breakout Rooms and Document Preparation: Tiffini is leading a meeting and plans to create breakout rooms for a task. Participants

will be assigned to different rooms, with Tiffini sharing the room assignments.

- c. Deliverables dates were discussed as well as tasks for each group.
 - (a) Group 1 brainstorm FAQs- submits draft FAQs to the chair
 - (b) Group 2 starts reviewing syllabi and SCO for ASAM and AIS
 - (c) Group 3 discuss web site pages for GEEC Site
 - (d) Group 4 review drafts of written comm rubrics on CANVAS

7. Adjourn

Remaining Spring Semester Meetings (2nd and 4th Tuesdays 11am-1pm)

~~January 28~~

February 11, 25

March 11, 25

April 8, 22

May 13 (ONLY if a vote is required for a course)