



CALIFORNIA STATE UNIVERSITY, LONG BEACH

General Education Evaluation Committee

Tuesday, March 10, 2026

11:00am – 1:00 pm

Zoom Link for this Meeting: <https://csulb.zoom.us/j/84921132427>

Minutes

Attendance

Nathan Gerard; Ava Hedayatipour; Seung-hoon Jeong; Ann Johnson; Kerry Johnson; Brianna Koster; Alaina Martinez; Danny Paskin; Ali Rezaei; Zak Ricards; Mortaza Saeidi; Sharlene Sayegh; Josh Scepanski; David Sheridan; Yada Treesukosol; Mark Washburn

1. Agenda

Meeting called to order by Chair Mark Washburn at 11:01 AM.

2. Approval of Agenda

The agenda was shared at 11:03 a.m. and approved by committee (*verbal consent*).

3. Approval of Previous Meeting Minutes

Minutes from February 24, 2026 were approved at 11:03 AM.

4. Discussion of Assessment (*Sharlene Sayegh led this discussion*).

Rubric and Assignment Review

- Members must complete the Qualtrics rubric.
- Enter correct course and artifact details.
- All materials are available in Canvas and SharePoint.
- Qualtrics links move reviewers to the next file automatically.

Technical Notes

- SharePoint may have access issues. Contact Sharlene if needed.
- Close files and folders when not in use to avoid system issues.

Timeline

- Work should be completed within the next few weeks.
- Use GEEC Canvas page for modules and materials; instructions are shared here
- Select *Assessment*, not *Recertification*, for this project
- Pilot A2 Written Communication Assessment Includes

- Area 1A English Composition; Area 1B Critical Thinking; Area 1C Oral Communication
- Area 2 Mathematical Concepts and Quantitative Reasoning

5. Recertification (*Mark Washburn led this discussion*).

General Guidance

- Review assigned courses before meetings.
- Be prepared to vote on recertification.
- Work should be evenly distributed across members.

Assignments

- Each member should complete 2 to 3 additional reviews.
- Members can volunteer for more work if available; preference for all committee members to complete their assigned work for balance/fairness; Be honest about workload.
- Contact Chair Washburn if timelines need adjustment.

Review Process

- Do not edit the shared spreadsheet. View only.
- Courses can be sent back for second review if needed; Minor revisions can be noted during recertification.
- Completed recertification forms should be uploaded to Canvas.
- Updated tracking spreadsheet will be shared by Chair with new/final assignments.

Administrative Reminders

- Close all shared drives and files after use.
- This helps with file cleanup and system organization.
- Restart devices if experiencing issues.
- KIN department review completed. Draft letter prepared; No-response letter draft in progress.

6. Adjournment

Meeting adjourned at 11:44 AM.

End