



Minutes of the
Meeting of the Comets Affordable Learning Committee
December 18, 2024
3:45 – 4:45 p.m.
Special Meeting
Room H-112 & Zoom Location:
<https://palomar-edu.zoom.us/j/773647788>

APPROVED

PRESENT: Melissa Allen, Sarah Baker (Zoom), Mohammed Elmatary (16:10), Erin Hiro (Zoom), Ken McMullen, Elaine Wilson (Zoom), Anastasia Zavodny

ABSENT: William Carrasco, Alexandra Doyle Bauer, Diane Studinka,

GUESTS: Susan Miller (phone)

CALL TO ORDER: A quorum was established and the meeting was called to order by Co-Chair Anastasia Zavodny at 3:55 p.m.

Announcements: None

Agenda Changes: None

Approval of Minutes: None

Information

Action

A. Review Milestone Reports - Gender and Women's Studies

MSC: McMullen, Hiro. Motion to approve the Fall milestone for Gender & Women's Studies pathway and the corresponding faculty Time & Effort submissions.
The motion carried.

The committee reviewed the course submissions for the Gender & Women's Studies pathway. During the review, the committee contacted Gender & Women's Studies faculty Susan Miller via telephone to provide full digital access to materials and answer questions.

Suggested to add to future milestone reports a section for grantees to indicate why projected milestone completion goals may not have been met. Suggested future delineation for faculty of "acceptable progress" being made toward milestone, even if the full projected milestone has not yet been completed.

SOC 135: Committee members noted the provided 1 - 3 modules and links fell short of the projected 1 - 4 modules outlined in the milestone goals.

HIST 130: Recommend adding citations and clarify what gaps exist in current learning. Additionally ensure accessibility for all images. Recommend expanding narrative to explain each of the component pieces of the readings in the sourcebook (intros and outros for each reading, etc).

SOC 115: Committee felt the content is well represented, though additional Distance Education work is needed to ensure full accessibility.

SOC 180: The committee called Susan Miller via telephone to provide access and a walkthrough of the course. Miller indicated the Gender & Women's Studies faculty have a meeting scheduled with Kelly Falcone to develop WordPress for the content created. Statistics tables have been updated to be accessible; lecture slides have been created for each module (and meet accessibility requirements). Faculty are still developing closed captions for created videos. Module quizzes have been developed and are accessible.

SOC 145, while mentioned in the initial Fall milestone goals, was not included in this milestone submission. Upon further examination, the committee noted that SOC 145 was removed from the Gender & Women's Studies degree pathway.

ADJOURNMENT:

The meeting concluded at 16:30.

Respectfully submitted by Anastasia Zavodny