



Minutes of the  
Meeting of the Comets Affordable Learning Committee  
November 17, 2025  
4:00 – 5:30 p.m.  
Regular Meeting  
Room EDGE (H-108) & Zoom Location:  
<https://palomar-edu.zoom.us/j/773647788>

APPROVED

PRESENT: Sarah Baker (Zoom), William Carrasco, Alexandra Doyle Bauer, Mohammed Elmatary, Barbara Hammons, Erin Hiro, Ken McMullen, Elisha Rainwater (Zoom), Timothy Stammnitz, Diane Studinka, Alyssa Vafaei, Anastasia Zavodny

ABSENT: Kelly Falcone

GUESTS: Fari Towfiq (Zoom), Devon Smith (Zoom), Melinda Finn (Zoom), Diana Ortiz (Zoom)

CALL TO ORDER: A quorum was established and the meeting was called to order by Co-Chair William Carrasco at 16:06.

Announcements:

Agenda Changes: None

Approval of Minutes: **MSC: Hammons, McMullen. Motion to approve the CALM Committee minutes of November 3, 2025, as amended.**  
**Abstention: Doyle Bauer.**  
**The motion passed.**

### Information

A. Institutionalizing CALM Textbook Adoption Process  
Committee members provided additional feedback for the resolution, including expressing a desire to more strongly convey the impact of institutionalizing CALM on student success.

### Action

B. Committee [Goals](#) for 2025-2026  
Zavodny presented feedback from committee members regarding splitting goals into Grant-related goals and Ongoing-goals for CALM. Committee members expressed mixed opinions on creating separate lists of goals. Additional goals proposed include institutionalization of textbook adoption form, continued outreach and recruitment to advocate to other departments to start to develop ZTC course(s).

The committee discussed issues with how to successfully broach the conversations with various departments.

The committee will revisit the goals for adoption in the next CALM meeting.

C. ZTC Pathway  
Milestone  
Presentations

### **Social Justice: Gender, Women, and Sexuality Studies**

#### ***SOC 135 – Devon Smith***

The committee discussed accessibility questions and concerns. Smith informed the committee about the milestone being completed for the creation of test banks. Committee members reviewed the submitted test banks, as text-based, appear to meet accessibility guidelines.

**MSC: Hammons, Vafaei. Motion to approve Devon Smith for the work completed for SOC 135 and approve the Time and Effort Report for 11.75 hours for Fall 2025.**

**The motion carried.**

#### ***AIS 165 – Diana Ortiz***

The committee had a robust discussion reviewing the completed course.

**MSC: Elmatary, Doyle Bauer. Motion to approve Diana Ortiz for the work completed for AIS 165 and approve the Time and Effort Report for 17 hours for Spring 2025 and 48 hours for Summer 2025 (post-July 1) and 25 hours for Fall 2025.**

**The motion carried.**

### **Journalism**

#### ***JOUR 140 – Erin Hiro, Melinda Finn***

Hiro provided an overview of the ten modules created for this photojournalism course. Hiro indicated a third faculty member, from American River College, also collaborated on the creation of this OER. Grantee faculty expressed the difficulty in obtaining photos with open licenses.

**MSC: McMullen, Hammons. Motion to approve Erin Hiro for the work completed for JOUR 140 and approve the Time and Effort Report for 21 hours for Spring 2025 and 29 hours for Summer 2025 (post-July 1) and for 40 hours for Fall 2025, and for Melinda Finn for JOUR 140 and approve Time and Effort Report for 10.5 hours for Fall 2025.**

**The motion carried.**

*JOUR 105 – Erin Hiro*

Hiro provided an overview of this course, which is very hands-on through the Telescope. The committee discussed accessibility, especially in terms of linked-out content, with a recommendation to incorporate as much of the allowable licensed materials as possible. Committee members also notated the license per the grant to be set as CC BY.

This course will be brought for final review at the next CALM meeting.

ADJOURNMENT:

The meeting concluded at 17:10.

Respectfully submitted by Anastasia Zavodny