



Minutes of the
Meeting of the Comets Affordable Learning Committee
April 7, 2025
4:15 – 5:30 p.m.
Regular Meeting
Room H-112 & Zoom Location:
<https://palomar-edu.zoom.us/j/773647788>

APPROVED

- PRESENT: Melissa Allen, William Carrasco, Alexandra Doyle Bauer, Mohammed Elmatary (arrive: 17:26), Barbara Hammons, Erin Hiro, Ken McMullen (Zoom), Eli Rainwaters (Zoom;), Timothy Stammnitz, Diane Studinka (arrive: 17:13), Elaine Wilson, Anastasia Zavodny
- ABSENT: Sarah Baker,
- GUESTS: Tanessa Sanchez,
- CALL TO ORDER: A quorum was established and the meeting was called to order by Co-Chair William Carrasco at 16:18.
- Announcements: Allen announced the online class search is open for Summer and Fall and only ESL and Water Technology have ZTC/LTC labels.
- Agenda Changes: Info Item A then Action Item A
- Approval of Minutes: MSC: McMullen, Hammons. Motion to approve the minutes of the CALM Committee meeting on March 17, 2025.
Abstention: Doyle Bauer.
The motion carried.

Information

- A. Open For Anti-Racism (*OFAR*) Chase Way provided the committee an overview of the Open for Anti-Racism work being done at Palomar College. Committee members asked about the support OFAR can provide for implementing DEIAA into our CORs. Additional committee suggestion to incorporate the OFAR work on Palomar by expanding CALM Committee membership and for OFAR assistance in creation of CALM DEIAA rubrics for evaluation of zero textbook cost materials. Templates were also noted to be helpful in faculty being able to implement OFAR into course materials.
- B. Rubrics for Licensing, Accessibility and IDEA Carrasco showed the committee the rubrics for licensing, accessibility, and IDEA. The committee recommended faculty grantees utilize the rubrics as they create their content. Committee members discussed the various overlapping rubrics on campus. It was recommended to coordinate with OFAR for these rubrics, and bring a perfected version to CALM for approval.
- C. ZTC Collaboration Cohorts update Carrasco provided the committee with an update on the meetings he and Zavodny have been having with pathway faculty. The Co-Chairs have met with faculty from Biology, Child Development, Teacher Education, Economics, Global Studies, History, Political Science, and Studio Arts. CALM expressed concern over using our 2025 funding allocation to support an administrative consultant.

Studinka informed the committee about her proposal to utilize the additional allocation of funding to provide oversight such as attending meetings and providing administrator oversight. The committee expressed concern over the costs associated with hiring an external consultant.

The committee questioned whether Palomar College's Grant Coordinator can provide this oversight and Studinka indicated she cannot.

The committee questioned whether another current dean may be able to provide the needed coverage, rather than hire an outside consultant. Studinka provided the history of the governing board approvals of two new deans, though these have not yet been hired as these positions have not yet been funded.

Action

A. Review Milestone
Submission: CHDV
100

MSC: Doyle Bauer, Hammons. Motion to approve the CHDV 100 PowerPoint slides, as corrected, and three Time and Effort Reports for Gina Wilson in the amounts of 30.5, 6, and 8 hours.

The motion carried.

Tanessa Sanchez, faculty lead on the Child Development pathway grant, presented the committee with a brief overview of the discipline and the foundational PowerPoints created by Gina Wilson. The committee noted that the images will need an accompanying statement of licensing with each image, since the PowerPoint notes varied licensing. It was verified that appropriate alt-text is included for images. The committee noted and praised the consistency and color-selection consistency of the slides.

B. Textbook and
supply purchases

Carrasco provided a brief update with information regarding completing purchase orders.

ADJOURNMENT:

The meeting concluded at 17:41.

Respectfully submitted by Anastasia Zavodny