



Minutes of the  
Meeting of the Comets Affordable Learning Committee  
May 19, 2025  
4:15 – 5:30 p.m.  
Regular Meeting  
Room EDGE (H-106) & Zoom Location:  
<https://palomar-edu.zoom.us/j/773647788>

UNAPPROVED

PRESENT: Melissa Allen, Sarah Baker, William Carrasco, Alexandra Doyle Bauer, Mohammed Elmatary (Zoom), Erin Hiro, Ken McMullen, Eli Rainwaters (Zoom), Timothy Stammnitz (depart: 17:42), Diane Studinka, Elaine Wilson, Anastasia Zavodny

ABSENT: Barbara Hammons

GUESTS: Fari Towfiq (depart: 18:00), Chelsea Wright, Shahrzad Zahedi (Zoom), Briana Stanley (Zoom)

CALL TO ORDER: A quorum was established and the meeting was called to order by Co-Chair William Carrasco at 16:18.

Announcements:

Agenda Changes: None

Approval of Minutes: **MSC: Wilson, McMullen. Motion to approve the minutes of the CALM Committee meeting on May 5, 2025, as amended. The motion carried.**

#### Action

- A. [OER Liaison](#)  
*Elect faculty for new  
ASCCC OER  
Liaison.*
- Zavodny and Carrasco provided a brief overview of the position and the process of recommending a faculty member to Faculty Senate for official confirmation. Zavodny indicated Senate would likely vote on this at the first meeting of Fall 2025.
- MSC: Hiro, Doyle Bauer. Motion to recommend Ken McMullen to the Faculty Senate as the OER Liaison to ASCCC. The motion carried.**
- B. ZTC Pathway  
Milestone  
Presentations
- French Pathway**  
***FREN 140 – William Carrasco and Shahrzad Zahedi***

Carrasco and Zahedi presented their FREN 140 textbook, which is roughly 90% completed. The grantee faculty then left the room for the committee discussion and motion.

**MSC: Wilson, Hiro. Motion to approve the work completed for FREN 140 and approve the Time and Effort Reports for Shahrzad Zahedi of 20 hours for her work in collaboration on FREN 140, and William Carrasco of 26 hours for his work on FREN 140.**

Abstain: Carrasco

**The motion carried.**

The committee discussed the process for funding the additional pathway requests for funding for all grantees who indicate needing funding beyond their current allocations.

### **Studio Arts Pathway**

#### ***ART 102 – Stephen Curry and Briana Stanley***

The committee questioned to ensure accessibility is included in all content created. Stanley indicated yes, they will.

**MSC: Doyle Bauer, McMullen. Motion to approve the work completed for ART 102 and approve the Time and Effort Reports for Stephen Curry in the amount of 20.25 hours, Briana Stanley's reports in the amounts of 22 hours and 5 hours.**

Abstain: Wilson.

**The motion carried.**

#### ***ART 102, 165, 166 – Chelsea Wright***

Wright completed and submitted work for ART 102, 165, 166. The committee discussed ensuring all submitted reports clearly specified the course in which work was completed including the number of hours for each course.

**MSC: Hiro, Allen. Motion to approve the work completed for ART 102, ART 165, ART 166 and approve the Time and Effort Reports for Chelsea Wright in the amount of 19.5 hours, 6.75 hours and 12.25 hours.**

Abstain: Wilson.

**The motion carried.**

The committee noted the Time and Effort forms would need to be updated to list the pathway and appropriately notate the hours for each ART 102, ART 165, ART 166 on separate forms.

### ***ART 164 – Elaine Wilson***

Wilson provided an update and overview for her work completed for ART 164. Wilson left the room for the committee discussion and motion.

**MSC: Hiro, Allen. Motion to approve the work completed for ART 164 and approve the Time and Effort Report for Elaine Wilson in the amount of 16 hours.**

Abstain: Wilson.

**The motion carried.**

### **Global Studies Pathway**

#### ***HIST 108 – Travis Ritt***

The committee had a robust discussion.

**MSC: McMullen, Wilson. Motion to approve the work completed for HIST 108 and approve the Time & Effort report for Travis Ritt in the amount 76 hours, with the stipulation that the textbook must be completely accessible and located in an accessible platform (such as PressBooks) by the end of Summer 2025. Additional funding approval for this course (HIST 108) is contingent upon the textbook being fully accessible and being in an accessible platform (such as PressBooks).**

Nay: Hiro

Abstention: Studinka

**The motion carried.**

### **Gender and Women's Studies Pathway**

#### ***SOC 135 – Devon Smith***

Committee members noted there was no evidence of modules being complete, with concern expressed over the submitted 15 hours for 3 modules, with each module containing 5-6 resources and one assignment. Additional concern was voiced that the milestone report indicated all sources would be OER, but non-OER articles (New York Times; Ole Miss) were included.

The committee expressed feedback that a desired goal would include more functioning modules; the current version with "insert here" is too rough. Concerns were also expressed over accessibility and that the modules are currently too small and do not include an introduction to the articles. It was recommended that each module should be complete and lead the student through the information. It was also noted that Modules 4 - 6 must be completely finished, to include introductions, wrap-ups, and objectives. The committee suggested providing the faculty with the CVC OER rubric as a reminder reference.

***SOC 180 – Susan Miller and Christina Timmons***

The committee noted that the goal for the milestone for SOC 180 was unclear; an outline of the work was provided, but the committee expressed questions regarding accessibility.

**MSC: Wilson, Hiro. Motion to approve the work completed for SOC 180 and approve the Time and Effort Report for Susan Miller in the amount of 34.5 hours and Christina Timmons in the amount of 32 hours.  
The motion carried.**

**Child and Family Services Pathway**

***CHDV 104 – Ken Breeding and Amanda Hill***

**MSC: Wilson, Doyle Bauer. Motion to approve the work completed for CHDV 104 and approve the Time and Effort Report for Ken Breeding in the amount of 64.5 hours and 17.5 hours and to approve the Time and Effort Report for Amanda Hill in the amount of 5 hours.  
The motion carried.**

The committee indicated the pathway completion plan form needs to be updated prior to our next meeting in order to process payment for this course.

Some concern was expressed by the committee that the submitted 5 hours for the course outline was excessive. The committee expressed a desire for additional documentation and support of hours for Hill.

**School Age Assistant Pathway**

The committee indicated Tanessa Sanchez's submitted Time and Effort report would need to be updated and split into separate forms for her grant oversight, CHDV 180, and CHDV 190 work.

***CHDV 180 – Kerry Diaz***

**MSC: Doyle Bauer, McMullen. Motion to approve the work completed for CHDV 180 and approve the Time and Effort Report for Kerry Diaz in the amount of 25 hours and 4 hours.  
The motion carried.**

*CHDV 180 and CHDV 190 – Tanessa Sanchez*

**MSC: Hiro, Wilson. Motion to approve the work completed for CHDV 180, CHDV 190, and grant pathway oversight for Child Development and Teacher Education pathways and approve the Time and Effort Report for Tanessa Sanchez in the amount of 16 hours and 18 hours.  
The motion carried.**

Information

A. Purchase of  
classroom set of  
books for HIST 151

Tabled

ADJOURNMENT:

The meeting concluded at 18:42.

Respectfully submitted by Anastasia Zavodny