



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

APPROVED

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

ABSENT: Diane Studinka,

GUESTS: Travis Ritt (Zoom), Susan Miller (Zoom), Christina Timmons (Zoom), Casey Gwin (Zoom), Tanessa Sanchez

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

Announcements:

Agenda Changes:

Approval of Minutes: **MSC: Hammons, Wilson. Motion to approve the minutes of the CALM Committee meeting on April 21, 2025, as amended.**
Abstention: Allen.
The motion carried.

Action

A. ZTC Pathway
Milestone
Presentations

HIST 108 - Travis Ritt

Ritt walked the committee through his three Time & Effort reports for HIST 107 (researching the reader book; 3 hours), GBST 102 (meetings with collaborators; 5 hours), and HIST 108 (adapting and content creation for textbook). Ritt presented an overview document highlighting the work completed to date on the HIST 108 textbook and showed the committee an overview of the textbook including notation of his edits and addition.

MSC: Hammons, McMullen. Motion to approve Travis Ritt's two Time & Effort Reports in the amounts of: 5 hours for his work in collaboration on [GBST 102](#) and 3 hours for his research in creating a primary source reader for [HIST 107](#), both funded via the Global Studies pathway.
The motion carries.

Devon Smith - SOC 135

Smith walked the committee through her 6 module course (narrowed from the original proposed 8 modules to mirror a 6-week summer schedule). Smith showed the course Canvas shell and demonstrated the discussion board/ games, videos, articles, and reports.

The committee questioned the presentation of six modules, smaller than the initial proposed eight modules.

The committee expressed concern about the course containing primarily links rather than content creation. Additional concern was expressed over the modules shrinking from 8 to 6, as the committee was confused whether this represented a shrinking of content for the summer version of the course or simply a change of formatting.

Casey Gwin – HIST 130

Gwin provided the committee with an overview of her work completed and listed in the milestone report for HIST 130. Gwin indicated that at present there are no existing textbook OER for U.S. Women's History. She has been collaborating with faculty at Mendocino College to create a textbook/ reader for U.S. Women's History. Gwin outlined this textbook/reader will have 11-12 sections, each section containing 4-5 subsections providing background information, primary sources,

Gwin's area of research debuted today is on Women & the Progressive Area (over 40 pages of content creation). The goal is for all content to be completed by November 2025 and will be formatted into a book and available by Fall 2026.

MSC: Hiro, Hammons. Motion to approve Casey Gwin's Time & Effort Report in the amount of 21.5 hours for her work completed so far in [HIST 130](#). The motion carried.

Susan Miller and Christina Timmons – SOC 180

Miller and Timmons presented their work on SOC 180, both in their Canvas shell and Pressbook. Timmons demonstrated the SPSS directions created for student's accessing the software. Each SPSS lab module contains videos, instructions, and examples. Exams, including text banks, and exam study guides were also created.

Miller demonstrated the Pressbook creation for this course. This text was adapted from an existing OER, with Miller and Timmons updating statistical tables to meet accessibility requirements. Miller indicates the book should be finalized over the summer, with the course becoming available as ZTC by Fall 2025.

The committee questioned the origin of the videos presented. Timmons indicated both Timmons and Miller have created the videos included in the Canvas course and

indicated they are all captioned. Further questions from the committee on the amount of contributions to adapting the OER textbook. Miller indicated the updates have been in changing examples to bring a social justice lens to the material and in improving the readability of the textbook.

The committee expressed concern that the conversion to PressBooks was largely technical and not involving new content creation.

Tanessa Sanchez – CHDV 104

Sanchez provided an update for the statewide collaboration (with Clovis College) work Ken Breeding has done on the textbook for CHDV 104. Breeding has created two chapters (Assertive Communication and Empathetic Communication) and provided feedback for a unifying voice for the textbook. Sanchez expressed concerns that there is not yet a statewide leader providing a unifying, non artificial intelligence, voice for the overall textbook.

Amanda Hill is also working on creating one chapter for the same statewide textbook (Analyzing Child Behavior).

This textbook is expected to be completed by Spring 2026.

Tanessa Sanchez – CHDV 100

Sanchez provided an update for Gina Wilson's work in finalizing her slides for CHDV 100. These slides will be available for use beginning this Summer 2025.

No motion; no new T&E.

Tanessa Sanchez – CHDV 180

Sanchez created content for 16 chapters, with Kerry Diaz providing additional content to the chapters. Diaz and Sanchez have created this content themselves.

Tanessa Sanchez – CHDV 190

Sanchez created content for 9 chapters, with a lot of the material building on the material being created in CHDV 180. Diaz has reviewed this outline and will continue to add content to the textbook over the summer.

Information

A. Purchase of
classroom set of
books for HIST 151

Tabled

B. [OERI Liaison](#)

Wilson informed the committee of the scope of the position. Zavodny indicated Faculty Senate will ultimately confirm a Palomar faculty member to serve as this liaison to the ASCCC and she will bring forward CALM Committee's recommendation, once decided.

ADJOURNMENT:

The meeting concluded at 18:10.

Respectfully submitted by Anastasia Zavodny