



## CALM Committee, Monday March 2, 2026

### CALM Meetings Date, Time, Location

- Date: Monday March 2, 2026
- Meeting Recurrence: 1<sup>st</sup> and 3<sup>rd</sup> Monday 4-5:30pm
  - Spring 2026: 2/3, 3/2, 3/16, 4/6, 4/20, 5/4, 5/18
- Location: H-112

### CALM Committee Membership

- Co-Chair (senate reassigned): Senator-Anastasia Zavodny (Appointed by Senate)
- Co-Chair (grant-funded): Kelly Falcone (Appointed by CALM)
- Instructional Dean: Diane Studinka
- Faculty, SBS (24–26): Ken McMullen
- Library Representative: Alexandra Doyle Bauer
- Distance Education Committee Chair (or designee): Barbara Hammons
- Faculty, at-large (24–26): William Carrasco (on sabbatical for Spr26)
- DRC Representative: Sarah Baker
- Faculty, at-large (25–27): Timothy Stamnitz
- Student ASG: (vacant)
- Faculty, AMBA (25–27): Erin Hiro
- Faculty, Counseling (25–27): Kelly Falcone
- Faculty, CTE (25–27): Alyssa Vafaei
- Faculty, L&L (24–26): Elisha (Eli) Rainwaters
- Faculty, MSE (24–26): Mohammed Elmatary

### CALM Agenda and Minutes

#### I. Call to order

Membership Present: Sarah Baker (Zoom), Alex Doyle Bauer, Barbara Hammons, Erin Hiro, Ken McMullen (Zoom), Eli Rainwaters, Diane Studinka, Alyssa Vafaei, Anastasia Zavodny

Guests: Fari Towfiq (Zoom)

The meeting was called to order by Co-Chair Anastasia Zavodny at 16:14.

#### II. Public Comments

A. *Persons wishing to address the committee on topics subject to the committee's jurisdiction shall have the opportunity to do so at the start of all regular and special meetings. Persons wishing to address agenda items may also do so during the committee's consideration of the item of business. In order to efficiently manage the business of the committee, the committee chair may limit the timing of each individual to three minutes.*

#### III. Agenda Changes

#### IV. Approval of Minutes

A. Minutes from [February 9, 2026](#)

MSC: Hammons, Vafaei. Motion to approve the minutes from February 9, 2026.

Abstention:

The motion carried.

#### V. Action items

- A. Approve new [ZTC Grant Progress Check-In and Payment Request Form – Fill out form](#)
- B. Review and Approve milestone work



i. ZTC Pathway Milestone Presentations

1. None

VI. Information items

A. Update on CALM Grant

i. Exhibit: [CALM Grant Report out to CALM Committee](#)

VII. Discussion Items

A. Propose new meeting day/time for CALM Meetings

i. 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays 3:30-5pm

ii. 1<sup>st</sup> and 3<sup>rd</sup> Thursday 3-4:30pm

iii. 2<sup>nd</sup> and 4<sup>th</sup> Tuesday 2-3:30pm or 2:30-4pm

iv. 2<sup>nd</sup> and 4<sup>th</sup> Wednesday 2-3:30pm

The committee discussed concerns over finding a new meeting day and time to better accommodate all members. It was noted that the proposed days and times did not work for all committee members. A further attempt at finding a new meeting schedule will be conducted via a scheduling poll to be discussed at the next meeting. It was also noted that there were concerns about the current meeting schedule extending meeting time past usual business hours of 5:00pm.

B. Discuss concerns with CALM Special Meetings

Concerns were expressed by some committee members to ensure that special meetings are called only when needed. Zavodny informed the committee the District has been aware of the need to provide a space for proper agenda and minutes to comply with the Brown Act since at least 2021.

C. Request Feedback on [Estimated Hours for OER Project Completion.docx](#)

Zavodny showed the committee the newly-created document to provide guidance for estimated hours for various OER projects. The committee expressed thanks for the guidance and appreciation for the document. Questions from the committee included whether there was any way of tracking research and planning, concerns over the estimated time dedicated to accessibility (being far too low of an estimate).

VIII. Topics for Next Meeting

A. CALM Chairs will provide an overview of work progress towards completion for all courses and pathways (dependent on grantee submission of progress form).

B. Presentation on CALM Roles and Responsibilities- Studinka

C. Agenda requests from members?

Committee members asked for follow-up on the request to convert to OER for Westin Titus and for additional clarification for the submissions by Marina Parenti.

IX. Adjournment

The meeting was adjourned at 17:17.