



Minutes of the
Meeting of the Comets Affordable Learning Committee
February 2, 2026
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, Alexandra Doyle Bauer, Kelly Falcone, Barbara Hammons, Erin Hiro, Ken McMullen (Zoom), Elisha Rainwater, Diane Studinka, Alyssa Vafaei, Anastasia Zavodny

ABSENT: Mohammed Elmatary, Timothy Stammnitz,

GUESTS: Fari Towfiq (Zoom), Jon Walker

CALL TO ORDER: A quorum was established and the meeting was called to order by Co-Chair Kelly Falcone at 16:26.

Announcements: None

Agenda Changes: None

Approval of Minutes: **MSC: Hiro, Hammons. Motion to approve the CALM Committee minutes of December 15, 2025.**
Abstention: none
The motion carried.

Information

A. Role of CALM Coordinator and Classroom sets of books

Zavodny provided an update regarding the purchases made to date (novels and textbooks which pertain directly to licensure requirements). It was stressed that the purpose of the grant is to create and adapt Open Educational Resources content, rather than purchasing textbooks for courses. The committee discussed and was in consensus regarding the intent to create content with this grant.

Doyle Bauer highlighted the importance of textbook availability in light of the Burden Free legislation, noting that this was not a CALM-only topic. Falcone noted that the purchasing of textbooks should be conducted through the Library, rather than through CALM.

Zavodny provided the committee with the list of novels purchased through the grant. Suggestions were made regarding information to maintain in the database on the type of book (novel vs textbook).

The committee also discussed the delineation of the terminology ZTC (student-focused via online course schedule) versus CALM (staff-focused).

B. Current status for funding of pathways

Towfiq and Zavodny began discussions on the tracking of spending. The committee expressed confusion regarding the two tracking systems. Concerns were expressed by committee members regarding understanding the current funds remaining and reviewing additional submissions for payment.

Towfiq indicated \$1.3 million currently remains in the grant Acceleration account as of December 15, 2025. In discussing the overall budget, Falcone requested feedback from the committee on tracking the budget. It was suggested to include a regular item as a Treasury update.

After much discussion, the agenda item was tabled to the next CALM committee meeting.

C. Formalize departmental adoption of novel/textbook purchases.

Falcone summarized the committee's discussion from the December 15, 2025 meeting. Zavodny clarified the intent on ensuring purchased textbooks will continue to be utilized within the department. Concerns were raised regarding academic freedom and the ability to enforce an ongoing utilization of purchased materials.

In discussing next steps, it was recommended to bring the discussion to the faculty union for feedback. Committee members also discussed the usefulness of having the ZTC resources available as an option, particularly for new faculty. The committee continued to grapple with requiring a formality to use the purchased novels/textbooks. One suggestion was to create a process for department chairs to encourage faculty to use the content created via this grant as well as any novels/textbooks purchased. Another suggestion from the committee was to create this form as a commitment to prioritize/ encourage the adoption of, availability of, and usage of these purchased novels/textbooks.

Action

A. ZTC Pathway Milestone Presentations

HIST 101, HIST 102 – Marina Parenti

MSC: Hiro, Hammons. Motion to table the submissions from Marina Parenti for the work completed for HIST 101 and HIST 102 due to the variation in proposed (15 hours) and submitted (60 hours) for completion. The motion carried.

In reviewing the submissions, the committee noted the discrepancy between the estimated time to completion (15 hours) and the final submission of hours (over 60 hours). It was noted by the committee that faculty should be in communication with the committee as soon as they reach their proposed time limit, especially when the time variance is large.

The committee requested further information from the faculty member to clarify the time spent.

GBST 102 – Travis Ritt

MSC: Falcone, Hammons. Motion to approve Travis Ritt for the work completed for GBST 102 and approve the Time and Effort Report for 12 hours for Fall 2025, pending a submitted plan for GBST 102.

Abstention: Zavodny

Opposed: Hiro

The motion carried.

The committee discussed the submission, including questions regarding the inclusion of both coordination and creation within the same Time and Effort Report.

Recommendations were made for regular data dashboard presentations to the committee on progress within all grant pathways.

The committee requested submission of the updated plan regarding GBST 102 to understand the hours allocated.

HIST 160 – Travis Ritt

MSC: Falcone, Hiro. Motion to table the approval of the work completed by Travis Ritt for HIST 160 in the amount of 99 hours for Fall 2025, pending updated licensing and preface.

Abstention: Zavodny

The motion carried.

Additional feedback from the committee suggested incorporating graphics. It was noted by one committee member that the submitted material did not appear distinctly different from the adaptation. Additional committee conversation regarding the licensing and preface, to ensure proper Creative Commons licensing.

B. Review Weston
Titus' proposal for HE
100 textbook

Tabled.

ADJOURNMENT:

The meeting concluded at 17:34.

Respectfully submitted by Anastasia Zavodny