

# Textbook Affordability Subcommittee Report for ASGC Meeting of 14 April 2022

## ***Update on Subcommittee and Membership***

- Meetings are the 4<sup>th</sup> Tuesday of the month, 11am-12pm, via Zoom.
- In the fall, we want to recruit as many folks as possible to TAS. Our meetings will always be on the 4<sup>th</sup> Tuesday of the month, probably mid-day (to avoid conflict with ACES) ...but we want folks from all divisions! Please consider joining us!

## ***Summer/Fall Book Orders***

Make sure to get your book orders in, and to mark whether your course is using Open Educational Resources (OER) or other course materials that are free for students! More information on page 3.

## ***ASCCC Updates***

- OER/ZTC-themed resolutions: All were passed (!) at Spring Plenary (full text of the resolutions are on page 5):
  - 3.03 Oppose Reliance on Textbook Publishers to Achieve Zero Textbook Cost (Consent)
  - 7.02 Ensure the Sustainability of the Zero-Textbook-Cost Degree Program
  - 13.01 Ensure the Transparency of Resources Used to Establish Zero-Textbook-Cost (ZTC) Certificates and Degrees
  - 13.06 Faculty Responsibility for Confirming Course Resource Accuracy (Consent)
  - 13.08 The Open Educational Resources Initiative and Technical Assistance for the Zero-Textbook-Cost Degree Program (Consent)
  - 13.10 Student-Facing Zero-Textbook-Cost Information
- The State funding for ZTC...is still on hold. We should hear more in the coming months, but it sounds like there is going to be something happening soon-ish. If nothing else, we should try to get work done locally in anticipation. We know the focus will be on Z-Degrees and Z-Certificates—programs where students can take all of their required courses, including GEs, with zero course material costs.

## ***OER/ZTC Implementation Plan***

The [OER/ZTC Implementation Plan](#) is making its rounds. The schedule is below—please come to these meetings to bring your perspective to the discussion and the overall plan:

- SSPC: 13 April
- IPC: 15 April
- PBC: 20 April
- Academic Senate (final read): 28 April

Please, read the plan, add your comments to the margins, and send any questions to Sarah Harmon. We want to include your voices!

## ***April Flex Day: Open House for ZTC Degree and Certificate Pathways Development (1-2:30pm, Zoom)***

This workshop will introduce participants to the California Community Colleges Zero Textbook Cost degree and certificate pathways vision. We'll look at what it takes to build a ZTC pathway, including who and what needs to be involved in the process. Finally, we'll examine local faculty and student data to inform next steps, identify potential pathways, and discuss how we can set faculty, departments, programs, and students up for success. This workshop is for new and seasoned/experienced ZTC and OER faculty and supporting team members.

## **ZTC Adopters—Spring/Summer 2022 Cohort**

Calling all who are ZTC Curious! We're still accepting applications for the [ZTC Adopters Program](#). Any faculty who would like to receive support for either adopting OER and other zero-cost materials for one of their courses, or to remix existing materials to better address their course, we invite you to apply for this year's program. ***Please get your applications in by 22 April.***

Important information:

- Adoption of materials: \$750 award per course. (2-3 awards will be funded)
- Remixing of materials: \$2,000 award per course. (2-3 awards will be funded)
- All faculty are encouraged to apply—full-time or adjunct.
- Faculty can work together on a project, although we don't recommend more than 2 faculty work on a single project.
- Faculty will receive training and needs assessment in May, work throughout June and July with support from the OER/ZTC Coordinator and the OER Librarian, and turn in their final project by 29 July 2022.
- All projects must be for courses that will be taught in the next calendar year.

If you have any questions, please contact Sarah Harmon or Diana Tedone-Goldstone.

## **Meetings and Newsletters**

- April/May Newsletter is being worked on! (We'll send it out the first week of May.)
- Next meeting is 26 April, 11am-12pm, via [Zoom](#).

## Summer and Fall 2022 Textbook Adoptions and OER

Each semester, faculty are asked to submit their [textbook adoptions](#) in a timely manner—and it is time to do this for Summer 2022 and Fall 2022 terms. Additionally, we need to make sure that if you are using open-source and free materials for your courses, that they are ready for dissemination to your students—meaning, are they in compliance with copyright laws, and are they accessible. And we need to market these courses on WebSchedule as soon as possible, because we know that students are looking for these courses!

### **Submitting your textbook adoption**

Please do one of the following options to submit your textbook order:

- You can submit your adoptions via the Bookstore's [Faculty Adoption page](#).
  - If using an Open Educational Resource (OER), please use the 'Add Book' tab to give as much information as possible. In lieu of the ISBN, please put in the URL where the material can be found.
- You can email Jai Kumar ([kumar@smccd.edu](mailto:kumar@smccd.edu)) with your information. Please include for each course:
  - CRN
  - Course and section
  - Title, author, and edition of text
  - If using OER that is available online, please add the URL. Please also include any other information that you can about your resource.
  - If you're using Inclusive Access for any of your publisher materials, please state that.
- You can use the PDF form.
  - If you're using OER, then please indicate that on the form, giving as much detail as you can.

### **What are ZTC Courses and LTC Courses?**

As a District, we have agreed to the following definitions for ZTC (zero textbook cost) and LTC (low textbook cost) courses:

- ZTC course sections exclusively use digital [and/or other instructional materials] that are legally available free of charge to students and the total cost of required instructional materials for the course is \$0 with the following clarifications:
  - [SB1359](#), the law that formalizes ZTC tag application, requires that this designation may include open educational resources, institutionally licensed campus library materials that all students enrolled in the course have access to use, and other properly licensed and adopted materials.
  - Print copies for optional purchase will be made available through the College Bookstore whenever possible. The no-cost course material option(s) shall remain available to all students. **Classes where materials are digital and free but students are required to print materials are not considered ZTC.**
  - Fees to access a software platform to do coursework and/or homework are considered a required "textbook" cost, and the course section would NOT qualify as ZTC, even if the actual textbook is free. If the fees for **all** enrolled students can be paid for by another "entity" (such as a grant, division, etc.) the course may be designated as ZTC.
  - Lab materials and other required supplies (e.g. lab coats, kits, tools, scientific calculators, & etc.) are considered a required course material cost. Therefore, if a course section meets the parameters noted above, but has a materials fee, the section is not considered ZTC. If these items for **all** enrolled students can be paid for by another "entity" (such as a grant, division, etc.) the course may be designated as ZTC.
- LTC course sections use required texts and/or materials that cost a total of \$40 or less, with the following clarifications:
  - The LTC designation is based on the cost of new required course materials, not used books or rentals, on pre-tax prices of new course materials in the SMCCCD Bookstores.

- If students are directed to purchase materials in a place other than a SMCCCD Bookstore, this must be clearly indicated to the Bookstore and in the class syllabus, and communicated to students that the costs are based on pre-tax prices. Please be aware that some financial aid programs (ex., Promise Scholars Program) do not reimburse students directly and they must purchase their items at the Bookstore.
- The ZTC clarifications (above) related to optional print versions, costs for homework platforms, optional textbooks, and materials fees also apply to LTC. A class that uses free digital materials but requires students to print some of the course materials may be designated as LTC if the print costs can be reasonably expected to be under \$40.

(Note, portions of the above adapted from material from SB 1359, San Bernardino Valley College, Pasadena City College, and Mira Costa College.)

## ***What if I'm using an open-source (OER) material or a series of open-source/free materials?***

### **Step 1: Let Jai know**

You have ways of indicating this on any of the above-mentioned methods of reporting your adoption. If you are using a series of open-source materials, then please indicate that to Jai as soon as you can via email. This is so that your materials can be verified that they do not infringe on copyright laws, or are indeed open-source.

### **Step 2: Let your division assistant know**

Next, you need to let your division assistant know that you're using these materials, so that your course can be labeled in WebSchedule accordingly. ***Please email your division assistant, copying Sarah Harmon ([harmons@smccd.edu](mailto:harmons@smccd.edu)), to let them know.*** Sarah needs to know which materials you're using—even if it's a list of self-curated materials that you have in your Canvas course shell. (If it's the same ZTC/LTC materials as you used in a prior semester, just let us know.) She'll work with your division assistant to input that information into Banner, which will then display it correctly on WebSchedule.

### **Step 3: Let your students know**

Finally, don't forget to put it on your syllabus that your course is using OER, especially if it is ZTC. Students are looking for that information, and we need to be transparent to them about the course. We also need to work these materials into our Canvas course shells, ensuring that students have instant access to them once the course is opened.

***Important note: If your course uses no materials at all, it cannot be labeled as 'ZTC'.***

## ***Deadlines***

***Please respect the following deadlines!*** If there are changes, let Jai know immediately.

- Summer 2022: Adoptions are due ***March 31<sup>st</sup>***.
- Fall 2022: Adoptions are due ***April 15<sup>th</sup>***.

These dates are crucial to ensure the best pricing on publisher materials, as well as to allow time to verify OER materials.

## ***Questions?***

If you have questions about any of this, please reach out to:

- Textbook Adoption: Jai Kumar ([kumar@smccd.edu](mailto:kumar@smccd.edu))
- Open educational resources: Sarah Harmon ([harmons@smccd.edu](mailto:harmons@smccd.edu))
- Integrating materials into your Canvas shell: Allison Hughes ([hughesa@smccd.edu](mailto:hughesa@smccd.edu))

# OER/ZTC Resolutions from Spring 2022 Plenary

## **Passed**

### **3.03 S22 Oppose Reliance on Textbook Publishers to Achieve Zero Textbook Cost**

Whereas, California Education Code §78052 (a) states that “It is the intent of the Legislature that community college districts develop and implement zero-textbook-cost degrees and develop open educational resources for courses to reduce the overall cost of education for students and decrease the time it takes students to complete degree programs,” a goal that can promote student success without impinging on either academic freedom or faculty’s rights to choose appropriate instructional materials;

Whereas, California Education Code §78052 establishes that community college districts that develop and implement zero-textbook-cost degrees shall do the following:

- prioritize the development and implementation of a degree from an existing associate degree for transfer and, to the extent possible, prioritize the adaptation of existing open educational resources through existing open educational resources initiatives, or elsewhere, before creating new content.
- develop degrees with consideration for sustainability after grant funding is exhausted, including how content is updated and presented.
- develop and implement a degree that other community college districts can use or adapt, and post each degree, and the contents of the degree, on the online clearinghouse of information established pursuant to Item 6870-101-0001 of the Budget Act of 2016, or a successor internet website. All open educational resources used as learning materials for a degree developed pursuant to this section shall be added to the California Digital Open Source Library established in Section 66408. Testing and assessment materials posted online pursuant to this paragraph shall be safeguarded to maintain the integrity of those materials. This paragraph shall not be construed to prohibit faculty from providing sample test and assessment materials to students;

Whereas, Higher Education Emergency Relief Funds (HEERF) and similar funding have been used to purchase textbooks for students, an efficient and temporary approach to textbook affordability that does not meet the intent or requirements established in California Education Code §78052; and

Whereas, Governor Gavin Newsom expressed an commitment to lowering costs for students by disrupting the entire system of commercial textbook publishing during his press conference unveiling his 2021 – 2022 budget proposal, saying he was “committed” to addressing the “usurious costs associated with textbooks,”<sup>1</sup> which emphasizes his interest in seeing the state’s substantial financial commitment to zero-textbook-cost degrees implemented in ways that are consistent with the intent of California Education Code §78052 through long-term, sustainable solutions rather than primarily through short-term solutions such as funding for one-time or temporary purchases from commercial publishers;

Resolved, That the Academic Senate for California Community Colleges support the stated intent of California Education Code §78052, recognizing the importance of eliminating or reducing textbook costs in a sustainable manner while still preserving the faculty’s right and responsibility under academic freedom to select the most appropriate instructional materials, whether digital or in print; and

Resolved, That the Academic Senate for California Community Colleges opposes the use of mechanisms to achieve zero-textbook-costs that are not sustainable and are inconsistent with the intent of California Education Code §78052.

Contact: ASCCC Executive Committee

### **7.02 S22 Ensure the Sustainability of the Zero-Textbook-Cost Degree Program**

Whereas, California Education Code §78052 requires that districts “Develop degrees with consideration for sustainability after grant funding is exhausted, including how content is updated and presented” and that the California Community Colleges Chancellor’s Office ensure that “a grant does not result in the development or implementation of duplicate degrees for a subject matter to avoid duplication of effort and ensure the

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<sup>1</sup> Zinshteyn, Mikhail. (2021, January 13). “Newsom calls textbooks ‘racket,’ proposes money to create free ones.” *CalMatters*. <https://calmatters.org/education/2021/01/newsom-fund-free-textbooks/>.

development and implementation of the greatest number of degrees for the benefit of the greatest number of students,” a requirement that can only be met for the Zero-Textbook-Cost Degree Program if the implementation of the program is truly statewide and collaborative;

Whereas, The Academic Senate for California Community Colleges (ASCCC) recognizes that open educational resources are “the preferred and most sustainable mechanism for eliminating course costs” (Resolution 03.05 F21);

Whereas, The ASCCC has requested that the California Community Colleges Chancellor’s Office, as part of the Zero-Textbook-Cost Degree Program, explore the provision of centralized accessibility and licensing support to local colleges and districts to facilitate the adaptation and adoption of open educational resources (Resolution 07.01 F21), effectively advocating for a statewide solution to address local Zero-Textbook-Cost implementation challenges; and

Whereas, The ASCCC has established mechanisms for convening discipline faculty for the purposes of making curriculum determinations, including systems for ensuring statewide vetting of developed resources;

Resolved, That the Academic Senate for California Community Colleges works with the California Community Colleges Chancellor’s Office, as part of the Zero-Textbook-Cost Degree Program, to establish the funding and process necessary to ensure that ZTC resources will remain current and relevant beyond the 2027 reporting deadline established in California Education Code §78052.

Contact: [Julie Bruno](#), ASCCC Open Educational Resources Initiative

### **13.01 S22 Ensure the Transparency of Resources Used to Establish Zero-Textbook-Cost (ZTC) Certificates and Degrees**

Whereas, The California Community Colleges Chancellor’s Office, in its 2020 Zero-Textbook-Cost Degree Grant Program Legislative Report, has recommended that future Zero-Textbook-Cost (ZTC) funding should focus on investment priorities, including efforts to do the following:

- Evaluate existing ZTC programs and courses and incorporate culturally relevant content to contribute to advancing equity in teaching and learning;
- Share and adopt existing quality ZTC program and course materials, especially within the same community college district;
- Develop and curate quality ZTC materials for courses that satisfy general education requirements; and
- Post ZTC program courses on the California Virtual Campus Course Exchange and quickly make ZTC programs and courses available to all California community college students;

Whereas, The Academic Senate for California Community Colleges (ASCCC) “recognize[s] open educational resources as the preferred and most sustainable mechanism for eliminating course costs” ([Resolution 3.05 F21](#));

Whereas, Resources may only be modified, developed, curated, and freely shared when those resources are openly licensed, and the ASCCC “encourage[s] the establishment of support structures for OER development that require developed resources to be openly licensed and made available to expand the diversity of OER resources” ([Resolution 9.05 S19](#)); and

Whereas, [California Education Code §78052](#) requires that “All open educational resources used as learning materials for a degree developed pursuant to this section shall be added to the California Digital Open Source Library established in Section 66408,” yet no public-facing information is available that delineates how colleges that established ZTC certificates and degrees did so, and the list of ZTC degrees developed reveals duplication of resources and degree pathways ([Zero-Textbook-Cost Degree Grant Program Legislative Report, CCCCCO 2020](#));

Resolved, That the Academic Senate for California Community Colleges urges the California Community Colleges Chancellor’s Office to require that all recipient colleges and districts of Zero-Textbook-Cost (ZTC) funds delineate how ZTC status was achieved for all courses in a given pathway in a designated public-facing location and ensure that openly-licensed resources are shared as required by law; and

Resolved, That the Academic Senate for California Community Colleges encourages the California Community Colleges Chancellor’s Office to support the development of a repository for the sharing of open educational



resources used to establish Zero-Textbook-Cost certificates and degrees that can be searched by specific course parameters as defined by faculty.

Contact: Michelle Pilati, ASCCC Open Educational Resources Initiative

**\*&13.06 S22 Faculty Responsibility for Confirming Course Resource Accuracy**

Whereas, Faculty have both the freedom to select the course materials they deem most appropriate and the responsibility to consider the cost burden as they do so (California Code of Regulations [Title 5 §59404](#));

Whereas, Provisions of the [Higher Education Opportunity Act](#) that went into effect in July 2010 require each institution of higher education receiving federal financial assistance to “disclose, on the institution’s Internet course schedule and in a manner of the institution’s choosing, the International Standard Book Number and retail price information of required and recommended college textbooks and supplemental materials for each course listed in the institution’s course schedule;

Whereas, The Academic Senate for California Community Colleges encourages local academic senates to advocate for the implementation of a process for consistent, clear, and transparent messaging to students prior to registration regarding all material and supply costs in appropriate locations, including the schedule of classes and the bookstore ([Resolution 20.02 F20](#)); and

Whereas, Textbook information is commonly provided to students prior to and at the time of registration via a section-specific link to the bookstore, and the provided information may in some cases be inaccurate, misleading, or missing;

Resolved, That the Academic Senate for California Community Colleges encourages local academic senates to urge faculty to regularly check the online class schedule to ensure their textbook and class resource information are clear and accurate and that their sections are marked with a zero-cost or low-cost icon, if appropriate.

Contact: Contact: [Michelle Pilati](#), ASCCC Open Educational Resources Initiative

Note: This resolution was referred to the Executive Committee (see [Resolution 13.01 R F21](#)) for clarification on intent and how each “Resolved” can be carried out locally and is resubmitted to the delegates for discussion and debate for Spring Plenary Session 2022.

**\*#&13.06.01 S22 Amend 13.06**

Revise the 4<sup>th</sup> Whereas

Whereas, Textbook information is commonly provided to students prior to and at the time of registration via a section-specific link to the bookstore, and the ~~provided~~ information may in some cases be inaccurate, misleading, or missing, despite the best efforts of faculty to submit clear and accurate information in a timely manner;

Revise the Resolved

Resolved, That the Academic Senate for California Community Colleges encourage local academic senates to work with local administration to ensure to urge faculty to regularly check the online class schedule to ensure their contains the clear and accurate textbook and class resource information submitted by the instructor, are clear and accurate and that their sections are properly noted with the marked with a zero-cost or low-cost icon, if appropriate, and that accountability processes are established.

Contact: [Jeffrey Hernandez](#), East Los Angeles College

**\*+&13.08 S22 The Open Educational Resources Initiative and Technical Assistance for the Zero-Textbook-Cost Degree Program**

Whereas, The Academic Senate for California Community Colleges Open Educational Resources Initiative (OERI) was formally launched in early 2019 with funds allocated to the Academic Senate for California Community Colleges (ASCCC) in Assembly Bill 1809 (Higher Education Trailer Bill, 2017-2018) “to support the development of, and the expansion of the use of, open educational resources for the California Community Colleges” and has established a faculty-led infrastructure to support local open educational resources (OER) implementation efforts, but the funding for the OERI was scheduled to end in 2023, thereby dramatically

curtailing or ending the statewide development, curation, and implementation efforts as well as coordinated maintenance and updating of resources developed under the OERI;

Whereas, The OERI, in helping to unlock the potential of faculty to create innovative learning experiences for students through the development of new content, has a proven track record of meeting the OER needs of faculty and students across the state, and, as reported in the ASCCC OERI Department of Finance Progress Report in February, 2022, accomplishments of the OERI since its inception include the following:

- Facilitated the awareness, adoption, and adaptation of OER through the hosting of over 135 general, discipline-specific, and tool-specific webinars that have been attended by over 2100 faculty. In addition, 56 webinars were hosted for local OER advocates or OER liaisons,
- Identified—and supported—OER liaisons at each of the colleges to ensure on-going communication between the OERI and local faculty and college colleagues,
- Created a website—[asccc-oen.org](http://asccc-oen.org)—to promote OER and simplify the identification of available OER by providing easy access to OER resources organized by 27 comprehensive discipline collections, general education area, and 25 transfer model curricula,
- Established a team of over 30 discipline leads to curate existing OER and facilitate OER awareness and adoption,
- Initiated the formation of discipline-specific communities of practice to support faculty OER efforts,
- Developed a wide array of resources to support OER-related work, including two self-paced courses (OER Basics and Accessibility Basics), a series of OER “Quick Guides” on OER-related topics that can be accessed online or printed for local use, a variety of resources for OER developers, and an ever-expanding collection of resources to support local OER advocacy,
- Supported the creation of 63 new OER over three competitive funding cycles, with an emphasis on collaboration, meeting state-wide needs, and sustainability,
- Developed the ASCCC OERI IDEA Framework for reviewing and revising OER and other course resources to ensure that they are inclusive, diverse, equitable, and antiracist, which will be integrated into future OERI supported projects and used to review and modify existing resources, and
- Collaborated with representatives from the California State University and the University of California to host Cal OER, a free OER conference intended to highlight the state’s OER/ZTC work and attended by over 400 faculty;

Whereas, In the 2021-2022 Budget Act, the California Legislature and Governor Gavin Newsom designated \$115 million for investment in the expansion of zero-textbook-cost (ZTC) degrees and open educational resources at the state’s community colleges, and in Resolution 3.05 F21, “the Academic Senate for California Community Colleges recognized open educational resources as the preferred and most sustainable mechanism for eliminating course costs unless where instances will arise in which eliminating costs is not possible”; and

Whereas, Education Code §78052 states “that community college districts develop and implement zero-textbook-cost degrees and develop open educational resources for courses to reduce the overall cost of education for students and decrease the time it takes students to complete degree programs” and “to the extent possible, prioritize the adaptation of existing open educational resources through existing open educational resources initiatives, or elsewhere, before creating new content,” indicating the legislative intent of the use of OER in ZTC degrees and the need for collaboration with established initiatives such as OERI;

Resolved, That the Academic Senate for California Community Colleges advocates to the California Community Colleges Chancellor’s Office and system partners for allocating a portion of the \$115 million to fund the work of the OERI to reduce duplication and guarantee usability in OER development and implementation as well as ensure a statewide approach and promote sustainability in ZTC degrees.

Contact: [Josh Franco](#), Cuyamaca College, Area D

### **#13.10 S22 Student-Facing Zero-Textbook-Cost Information**

Whereas, The California Community Colleges Chancellor’s Office, in its 2020 Zero-Textbook-Cost Degree Grant Program Legislative Report ([Zero-Textbook-Cost Degree Grant Program Legislative Report, CCCCCO 2020](#)), has recommended that future Zero-Textbook-Cost (ZTC) funding should focus on investment priorities, including efforts to share and adopt existing quality ZTC programs and course materials and [California Education Code §78052](#) requires that “All open educational resources used as learning materials for a degree



developed pursuant to this section shall be added to the California Digital Open Source Library established in Section 66408,” yet no public-facing information is available that delineates how colleges established ZTC certificates and degrees;

Whereas, In October 2021, the ASCCC Open Educational Resources Initiative completed an [analysis of public-facing ZTC degree information](#) provided by California community colleges and found no information regarding when ZTC sections would be offered, minimal information regarding the ZTC courses that were available and would meet specific general education requirements, and no information regarding how ZTC status was achieved for specific courses;

Whereas, The Academic Senate for California Community Colleges passed Resolution 20.02 in fall 2020, encouraging local academic senates to “advocate for the implementation of a process for consistent, clear, and transparent messaging to students prior to registration regarding all material and supply costs in appropriate locations including the schedule of classes and the bookstore”, and providing this same clear messaging and information regarding the planned availability of ZTC sections would enable students to plan to truly complete a ZTC degree; and

Whereas, Clear messaging for planning purposes is an integral part of Guided Pathways implementation to better serve students and integrating information regarding ZTC sections would further advance the equity and achievement goals of the California Community Colleges by clearly mapping ZTC degree pathways.

Resolved, That the Academic Senate for California Community Colleges urges the California Community Colleges Chancellor’s Office to require of all colleges and districts that receive Zero-Textbook-Cost (ZTC) funds to provide public-facing information and student messaging that delineates the planned scheduling of ZTC sections; and

Resolved, That the Academic Senate for California Community Colleges advocate for the California Community Colleges Chancellor’s Office to require that all colleges and districts receiving Zero-Textbook-Cost (ZTC) funds delineate in a designated public-facing location disclose how ZTC status was achieved for all courses in a given pathway, demonstrate that sufficient ZTC sections are available to enable student completion of ZTC degree pathway, and ensure that openly-licensed resources are shared as required by law.

Contact: [Dave Dillon](#), Grossmont College