Textbook Affordability Subcommittee Minutes
for 22 November 2022, 12:30-1:30pm
Faculty Teaching and Learning Center and Lounge (FTLCL; 9-154)
and via [Zoom](#)

In attendance: Sarah Harmon, Jai Kumar, Candice Nance Carrigan, Nada Nekrep, Diana Tedone-Goldstone

Absent: VP Hsieh, Allison Hughes (on leave), Ignacio Morales, Tessa Noriega, John Pérez, David Reed, Diane Wakeham

I. Introductions (5 minutes; Information)
II. ASCCC Fall Plenary Resolutions (10 minutes; Discussion)
   a. Resolutions are on page 3, including a quick breakdown of what we're already doing that follows the resolutions, and areas that we'll have to think about.
   b. There is real concern about lowering the LTC threshold to $30; primarily, many of our current LTC courses wouldn't qualify. The biggest contributor to getting prices lower is on-time reporting of materials. Jai is also looking into Equitable Access models, like what [UC Davis](#) started; more on this later.
III. District-wide Updates from the Textbook Affordability Solutions Workgroup (5 minutes, Information)
   a. The group is working with VC McVean to ensure that SB 829 funding (which establishes free college funding through local property taxes) will continue to fund OER/ZTC efforts.
   b. Banner 9 is coming in 2023, which will end WebSchedule. The new system will be more transparent about everything in the public schedule. Sarah is on the workgroup (part of District Teaching and Learning duties); she's taking all suggestions about language with respect to course information.
        i. Nada/Jai: We need to make sure that students have a brief descriptor as to what ZTC/LTC is and what it covers, along with a quick link to the course materials. RegistrarLink is an integration with Banner 9 that can do that. (Sarah will bring this up to the workgroup.)
   c. Working on Open Ed Week planning (see VI); no district-wide flex for now.
IV. CCCCO Zero-Textbook-Cost Grants Update (5 minutes; Information)
   a. Phase 2 has been shelved for now
   b. Phase 3 will not require detailed planning in order to submit for certification…but Sarah will be submitting a bit of a plan, like she did for Phase 1.
V. Cañada's Plan for CCCCO Grants, continued (20 minutes; Discussion)
   a. Phase 1 funds ($20,000) have now been delivered to us, and we're going forward with the already-stated plans (spring cohort of the ZTC Adopter Program, training for embedded tutors and peer mentors, extra funds for library subscriptions)
   b. Phase 3 funds ($180,000) are supposed to be released April-June 2023 (more information forthcoming)
        i.   Primary focus on GE courses and those needed to finish making ZTC the pathways for ANTH, COMM, ECE, MATH, PHYS (those are the programs that are closes to being ZTC), but welcoming any and all programs that want to move fully ZTC;
        ii. Student Assistant to help Sarah and Diana with some of the work;
        iii. Further funding of library subscriptions, training for embedded tutors and peer mentors (same as Phase 1 funds);
        iv. Set up a ZTC Coach program to help with larger numbers of conversions—much like Chabot College has (Sarah has connections there, will learn more about their program)
VI. Spring 2023 Events Pre-planning (15 minutes; Information/Discussion)
   a. January Flex:
        i.   Sarah will run a workshop for those who want to start working on planning out their Z-Pathways. Super informal for now.
        ii. No district-wide events; all 3 colleges are at (slightly) different places with respect to the funding, so we're focusing on that.
   b. Open Ed Week:
        i.   TASW needs to run the Student Low-Cost/Affordability Survey again; we last ran it Spring 2020, so it's time. It would also help us with these discussions about LTC threshold.

ii. TASW will flesh more out later, but if you have suggestions, please let Sarah and Diana know!

　　c. April Flex: Nothing in stone yet, but probably more planning on Z-Pathways, etc.

VII.　Adjourn

Important links

- [Textbook Affordability Subcommittee website](#)
- [OER/ZTC LibGuide](#)
- [SMCCCD OER/ZTC Website](#)
- [ASCCC OERI Website](#)

Next meeting: 24 January 2023, 12:30-1:30pm, FTLCL/[Zoom](#)

See Next Page for ASCCC Fall Plenary Resolutions Summary

ASCCC Fall Plenary, OER/ZTC-Related Resolutions

There were a number of resolutions at this year's Fall Plenary that connect with zero-cost, low-cost, and other course materials—and all passed:

- 07.04 F22 Establishing an Effective and Sustainable Zero Textbook Cost Program
- 07.08 F22 Establishing Consistent Definitions for Course Resources
- 07.09 F22 Clarify Components of XB12, the Instructional-Material-Cost Section-Level Data Element
- 09.01 F22 Removing Barriers to the Adoption of Open Educational Resources
- 17.02 Textbook Automatic Billing Concerns
- 17.03 F22 Using Zero Textbook Cost Funds to Support an Open Educational Resource/Zero Textbook Costs Faculty Coordinator
- 17.05 F22 Consider Student Senate for California Community Colleges Low-Cost Recommendation

Please see [the full resolutions](#) as they were presented for voting on 5 November 2022. Most of them have to do with the Z-Pathways funding from the State Chancellor's Office, either directly or indirectly. The quick summary is as follows:

- The funding from the State Chancellor's Office should be spent on zero-cost materials in ways that are sustainable and ensure full accessibility to all students.
- Colleges should not rely solely nor primarily on Inclusive Access for this State Chancellor's Office funding; zero-cost must be the primary focus.
- Definitions for zero-cost and low-cost courses should be consistent across the state.
- State Chancellor's Office funding can and ideally should be used, in part, to have an OER/ZTC Faculty Coordinator to help with the work of creating and facilitating zero-cost ADTs and Certificates of Achievement.
- The XB-12 data element that the State Chancellor's Office has implemented needs to be clearer.
- Colleges should consider the State Student Senate's recommendation that 'low-textbook-cost' threshold be at $30.

The areas that Cañada's TAS (and the District TASW) already address these resolutions include the following:

- Cañada has an OER/ZTC Coordinator position that is funded .5 FTE through the District's Free College Initiative (although that funding ends 2023-2024);
- SMCCCD has consistent definitions for ZTC and LTC; and,
- Cañada's OER/ZTC Implementation Plan puts ZTC/LTC at the focus with sustainable resources Inclusive Access is one tool, but not the primary tool (given that it may not help in many situations).

The questions that Cañada's TAS (and the District TASW) should consider include the following:

- Do we want to start thinking about lowering the LTC threshold to $30 total for all required materials?
- What barriers do we see with respect to faculty adoption of OER/ZTC material? What barriers do we see with students using them?