Affordable Educational Resources Academic Senate Subcommittee
Meeting Minutes for February 4th, 2019 at 1:30 pm in RHS 269

Charge of the Committee:
The Affordable Educational Resources Committee works with Academic Senate, students, faculty, and staff in programs across campus to:
1. identify alternative strategies to reduce textbook and course material costs for students;
2. make recommendations that address textbook and course material affordability and accessibility, while respecting academic freedom;
3. educate students, faculty, and staff about alternative strategies to reduce textbook and course material costs;
4. develop objectives and timelines to accomplish actionable goals.

Present: Rebecca Goodchild, Katie Carbary, Antonio López, Angela McElroy, Elise Vargas, Angela Block, Elizabeth Shutak, and Catherine Anderson.

Agenda items:

1. The minutes from last meeting were approved.
2. Academic senate - Feb 5th in re ZTC logo email. We discussed this as a group and reaffirmed the committee’s approval of this process. RG volunteered to make copies for the senators.
3. Possible district wide affordable educational resources committee forming. We discussed this and RG volunteered to follow up with several individuals. The need for an OER coordinator was also discussed during the same time.
4. PRIE data request and identifying sections which used OER. We decided to send Tiffany Ho, from the PRIE office, the section numbers that KC has already collected to start gathering data on student success and OER use and ZTC courses. We want to look at student success, retention, equity, etc. Also, we plan to make a Google form or involve the PIO in some way to glean more section numbers from courses that have used OERs or qualify for the ZTC logo in the past in order to collect a wider set of data. We need to follow up on this process.
5. Announcements: SCC Sabbatical applications are coming up. RG suggested that those interested in switching their courses to OERs should consider applying. LibreTexts OER grant updates - it’s going forward. About 4 or 5 course reports have been turned in with several other faculty members committing to completing more this semester. Also, LibreTexts is trying to gather more momentum when encouraging CTE faculty to curate/harvest OERs for their areas.
Future agenda items:
- OER adoption process recommendations - draft.
- Requesting OER faculty coordinator position.
- Student video explaining ZTC logo in class schedule.

**Spring semester meeting dates:**
- March 4th
- March 18th
- April 1st
- May 6th