Affordable Educational Resources Academic Senate Subcommittee
Meeting Minutes for March 18th, 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.

Attendees: Rebecca Goodchild, Katie Carbary, Maria Hyde, Elizabeth Shutak, Elise Vargas, Antonio López, Angela Block, Linda Myers.

Items:

1. Approval of minutes from last meeting.
   a. Approved by all in attendance.

2. Feedback on area ASCCC resolutions discussion items -- No Cost Schedule Designation and OER Faculty Coordinator support.
   a. The committee supports both of these ASCCC resolutions. There was some discussion about whether an OER Coordinator position would be a campus coordinator position vs. a district level OER Coordinator position. We would prefer a campus level coordinator, but we will support any OER Coordinator position as any OER Coordinator position will benefit Los Rios Faculty and their adoption of OER. There is some confusion between the acronym OER and OEI, especially concerning recent coordinator positions with the push for the online college exchange.

3. “OER ambassadors” as a faculty resource for website.
   a. KC would like faculty who use OERs to be highlighted on the website as a contact person for their area(s) for other faculty to contact if they have questions about adopting OERs in various areas.
   b. We have talked about this for a long time, but KC is now going to email her contacts (see letter c. below) directly and ask them about having their contact information on our website (as OER ambassadors).
   c. Our committee is the affordable educational resources committee, so we would like to highlight faculty who have used OER or teach courses with
zero textbook costs (and have the logo), or promote textbook affordability in other ways.

   a. Much discussion of the data. Several members requested a presentation of the data to academic senate. There was some discussion about presenting this data with the OER adoption process recommendations at the same time.
   b. Some discussion about textbook adoption deadline from the bookstore often coming before people know their section numbers - courses - for the next semester, which effectively means that people can’t submit textbook information to the bookstore because they don’t know what they are teaching yet.
   c. This relates to the idea that the bookstore could also collect ZTC information. The bookstore would have a difficult time doing this due to part b. above.
   d. The bookstore’s future direction is up in the air. Reports from consultants have not been turned in yet, then decisions will need to be made. For now, things are operating as usual.
   e. We are very excited about the initial data results from the PRIE office. The information is now on our AERC website.

5. OER adoption process recommendations (needs to be developed, approved by senate, and then sent to department chairs and deans).
   a. We need to write this asap, or a rough draft, so we can start editing it for distribution among faculty (and presented to academic senate for approval). This will also function as a way to disabuse faculty of OER related myths and biases.
   b. This process might take many presentations to academic senate.
   c. This might not be the best semester to start presenting this. One idea would be to present it to academic senate, but write it now. Also, we could do it now. We will consult the academic senate president on how to proceed with this. Then, we will finalize our strategy in our next meeting on April 1st, 2019.
   d. Instead of a lengthy form or dossier on how to adopt OERs under division/department textbook adoption policies, perhaps we should create a short list of recommendations that are somewhat general that people can bring back to their departments/divisions to reconsider their textbook adoption policies. This would be instead of creating a step by step guide for each department/division on how to change their textbook adoption processes, which would probably create a lot of resistance. We must
consider the affection some faculty have for the textbook adoption form (in its various forms - used by some divisions/departments).

6. Bookstore consulting group feedback (if available).
   a. The consulting reports have not been submitted yet. The bookstore representative will bring us the information when she gets it.

Future agenda items:
- OER adoption process recommendations.
  - Rough draft due by next meeting (April 1st). We can practice presenting it to work out any rough edges.
- Student video (or other media) explaining ZTC logo in class schedule.
- Need to discuss a co-chair position for Fall 2019.

**Remaining spring semester meeting dates:**
- April 1st
- May 6th