Affordable Educational Resources Academic Senate Subcommittee
Meeting Minutes for December 17th, 2018 at 1:30 pm in LRC 318

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, Elizabeth Shutak

Minutes:

1. Minutes from last meeting approved.

2. ZTC logo recommendation - final draft approved by members present. The final draft will be emailed to Gayle Pitman, the academic senate president. The goal is to get it approved by the senate in the spring ‘19 semester (or to receive feedback, etc.).

3. OER adoption process recommendations - next steps. KC and RG will meet sometime this week and come up with a draft that will be finalized sometime in the spring ‘19 semester.

4. The OER Coffee and Information event went well with over 20 attendees.

5. Justification for requesting OER Faculty coordinator position was discussed. RG and KC will meet and work on some existing data compiled by KC. This is an ongoing project.

6. PRIE data request and identifying sections which used OER - discussed. KC has become compiling a list of sections with the ZTC logo from previous semesters. Some of ES’s work and KC's work on this overlap, so we will compile the results, and double check whether the courses actually fulfill(ed) ZTC standards for use with our PRIE data request. New TAAs, hired in the spring, can help with this.
7. Announcements - KC will reserve a room for next semester’s AERC meetings (RHS 269 or RHN 267).

Future agenda items:
- Student video explaining ZTC logo in class schedule.

Next semester meeting dates:
- February 4th
- March 4th
- March 18th
- April 1st
- May 6th
- May 20th ("extra" meeting during finals)