Affordable Educational Resources  
Academic Subcommittee Meeting Minutes  
April 11, 2016.  
10:00 a.m. City Café Room #2

**Attending:** Bruce Zenner, Rebecca Bain, Randy Clem, Antonio Lopez, Tara DuVernay, Kevin Flash, Mary Ann Robinson.

1. **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.

2. **Antonio Lopez:**
   a. Fall AER FLEX

      Fall FLEX proposal has been submitted for Thursday of FLEX week. Mary Ann will help with handout resources. Planning will continue via email.

   b. Report on AB 798: status and next steps

      Plan must be completed by 4/22 to submit to Academic Senate on time. Coordinator(s) now allowed on project team. Review and contribute to plan by the end of the week. Give handout to interested faculty to spread the word. Antonio is working on a “cheat sheet” for how the money can be spent.


      Presented AB 798, but it was not selected. Will try to address on April 13th meeting.

3. **Mary Ann Robinson: OER Webinar report**

   Provided handout that summarizes webinar. Ideas that the University of Florida did:

   - Create an affordability profile of students. The information would help us with equity funds. Bruce will talk to Mary Beth.

   - eBooks. The library owns 125,000 eBooks, not all are textbooks. Some allow multiple users. Possibly changing vendors soon. We should let faculty know what multi-license books are available in their subject area. Can the bookstore print with reprographics?
eBooks are district wide purchases, must coordinate with other Los Rios Colleges. It would be helpful to have librarian from the department create a list for faculty.

- Can we make some of our resources public? The committee can review materials and post on a central website so faculty can find resources easier.

- Celebrate champions. Feature people that have worked to lower student textbook costs on the Library webpage.

- Convocation speaker.

- Start an adopt-a-textbook option for college donors.

- Put signs in library asking students to donate their old textbooks.

4. Bruce Zenner: Results to date of Faculty survey on AER use

There were 40 respondents. Will send survey again at the end of Finals Week. We know the responses from question 1, but do not have any of the fill in data. Bruce update. The names of current users would help Antonio with Fall FLEX. Names of interested faculty will help with AB 798.

5. Other business?

Equity Funds: There are unused equity funds. 764 students were given $350 bookstore cards to purchase textbooks. Under $100,000 has been used. Money needs to be used by the end of the year. Students have until June 30th to spend the money on their cards. What can we use the money for? CARE, EOPS, MESA, etc.?

Budget Committee / Buying Textbooks: Math department has requested funds to purchase textbooks for student use. Budget committee discussed, will discuss more next meeting.

Foundation: Provides $300/semester per student. Piloted with Veterans and MESA. Want to add division. Students must use other assistance they are eligible for first (for example, EOPS funds). An affordability profile could help see where the most need is (English, Math, basic skills).

Future Business:

- Fall convocation. Can we present for 5 minutes and provide a handout? Tara will contact Norman.
- Networking. Can we have people currently using OER talk to their divisions about what they did and how long the transition took? We can get information from the survey. If there is no one from a division using OER can we convert one person?

- Mentors for each division? Library liaisons?

- Website update: Add pending “to-do” to action item list. This will keep us on track with our original goals and keep members focused on what we are working on. (Bruce updating?)