Affordable Educational Resources
Academic Subcommittee Meeting Minutes
April 2\textsuperscript{nd}, 2018
1:30 - 2:30pm in LRC 120

\textbf{Attendance:} Tara DuVernay, Viola Allo, Rebecca Goodchild, Antonio López, Farhad Alemi, Charell Carr, Kevin Flash, Katie Carbary

\textbf{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.

\textbf{Agenda items:

1. AERC leadership, AB 798, next semester meeting times.}

Rebecca volunteered to co-chair the committee next year. Tara will not be continuing as co-chair. Tara will email Troy and let him know that Rebecca will be the co-chair with Katie next year.

It is not clear whether ARC will want to participate in the AB 798 bonus round funding. Pros and cons of applying without them (limit $19,000):

- Cons – we haven’t spent all the money that was awarded last time. There is some administrative activity in terms of returning unused money; it is ideal for the college due to avoid this situation in the future. Also, there are very rigid restrictions on the use of the money which limit the value of this award given the amount of work required. Issues that arose last time with funding timeline might not come up again, making it less of an issue to spend the money on time.

- Pros and considerations – The faculty OER institute idea, done at other colleges, could be worthwhile. Does the amount of release time available allow us to do meaningful work with this award? Additional release time is probably not available through the college. A librarian could possibly have job responsibilities rearranged to accommodate the activities of the award better without additional release time, so Antonio might apply for the bonus round award.

Rebecca is working with Kevin to curate OER and use up some of the remaining funds from the last AB 798 award, instead of going through EdMap. It’s possible to offer already involved faculty payment for
curation, which would be research, evaluation, and write up showing relation to course objective (up to 20 hours total). Deadline to spend the money is too soon to offer this to multiple people or advertise it widely – but we could offer this to people already attended or participated in the AERC this year. Kevin and Rebecca will manage this process.

Next semester meeting times will be determined later by committee leadership.

2. SB 1359 Logo and Updated Form Submission Process for SCC.

The committee discussed ZTC confirmation email language, differences in ZTC guidelines (what qualifies) across campuses, next steps toward better informing faculty of the ZTC form.

Katie will email the current chair-of-chairs, Nich Miller asking that the email from Don Palm about the ZTC form and related information be sent out the all department chairs. Don Palm and Kevin Flash should be cc-ed on this email. Kevin will share this information with the SCC administration and with Albert Garcia at district.

3. “Low Cost” Definition and Logo at other CA community colleges - Draft Resolution.

Rebecca is working on a draft statement about this. We would need to connect with the other colleges in the district to get support for this. Is this something that the college and district academic senate would endorse? Other colleges are using definitions of low-cost that vary, but $40 or $50 is a common limit.

4. Relevant announcements related to the work of the committee.

Ideas for next year’s committee structure included making a strategic plan for the committee for next year, including what goals they would like to support for the academic year, reviewing the charge of the committee at the start of each committee meeting, meeting with academic senate leadership at the beginning of the year to establish the best goals and reporting structure from the perspective of academic senate. One additional strategy would be to jointly discuss and endorse plans and recommendations with the Library Resources Committee, so that there would be more weight behind our recommendations.

Next meeting: April 16th from 1:30 – 2:30 pm, in LRC 120

Future agenda items:
- AB 798 - Curation Project Update
- SB 1359/ ZTC Logo Communication Update
- Update on “Low Cost” Definition and Logo Recommendation
- Possible visit from bookstore staff about OER and textbook orders