

# Textbook Affordability Subcommittee Meeting Minutes for 24 January 2023, 12:30-1:30pm Faculty Teaching and Learning Center and Lounge (FTLCL; 9-154) and via [Zoom](#)

## Attendance:

- Members:
  - Sarah Harmon, Academic Senate OER Liaison and OER/ZTC Coordinator
  - Nada Nekrep, Online Instruction Coordinator
  - Diana Tedone-Goldstone, Librarian
  - Candice Nance Carrigan, Business, Workforce and Design Division Representative
  - John Pérez, Humanities and Social Sciences Division Representative
  - Ignacio Morales, ASCC Representative
  - Tessa Noriega, Library Support Specialist
- Guests:
  - Adriana Lugo, Librarian
- Absent:
  - Diane Wakeham, Science and Technology Division Representative
  - Jai Kumar, Bookstore Manager
  - David Reed, Dean of Academic Support and Learning Technologies
  - Chialin Hsieh, Interim Vice President of Instruction (ex-officio)

## Notes and Information

- I. Introductions (5 minutes; Information)
- II. District-wide Updates from the Textbook Affordability Solutions Workgroup (5 minutes, Information)
  - a. Not as much going on right now—still working to plan Open Ed Week (6-10 March) activities
    - i. We'll be running the Student Textbook Affordability Survey again—the last time we did was Spring 2020—and reporting on those data probably during OEW
  - b. Working with VC McVean on securing further funding for ZTC as part of the Free College Initiative; at the 4 February 2023 Board Retreat there will be updates on progress thus far. (See attached document for Cañada's numbers.)
  - c. Candice: Would be interesting to see fill rate for ZTC courses overall and in comparison to non-ZTC sections, both college-wide and district wide. (Sarah will follow up on this.)
- III. CCCCO Zero-Textbook-Cost Grants Update and Cañada's Plans (20 minutes; Information)
  - a. Current plan is to use the funds to expand the ZTC Adopter Program, include Student Assistants and ZTC Coaches.
    - i. Unsure right now how many coaches we would have—at least a couple for each of the bigger divisions (H&SS, S/T, BWD), but may need to leverage district-wide collaborators
    - ii. Need to figure out how much money we can have set aside for that and split it evenly across the coaches.
    - iii. Should ensure that there are OER listed in the COR.
  - b. The CCCCO hasn't released much new information since November, and there's a change in the management of the grant, so we're in a bit of limbo. We can still plan for expansion, but it's unclear if we'll get the money on March, July, or later.
- IV. Spring 2023 ZTC Adopter Cohort (10 minutes; Information/Discussion)
  - a. Timeline:
    - i. 30 January: Applications open
    - ii. 13 February: Applications due
    - iii. 22 February: Notification of awards
    - iv. Week of 27 February: Check-in 1
    - v. Week of 3 April: Check-in 2
    - vi. 3 April: Training deadline
    - vii. Week of 24 April: Check-in 3
    - viii. Week of 8 May: Check-in 4
    - ix. 12 May: Submission deadline to ensure payment on May paycheck
  - b. Focus will be on GE and potential Pathway courses.

- V. Spring 2023 Events Planning (15 minutes; Information/Discussion)
- a. Workshop Wednesdays at the Faculty Teaching and Learning Center and Lounge
    - i. 16 February: ZTC Adopter Program
    - ii. 22 March: Fair Use: How Not to Be an Accidental Pirate
    - iii. 3 May: Library Resources for your Courses
  - b. Should have some kind of presence in the April Flex Day—will plan that later.
- VI. Adjourn

### ***Important links***

- [Textbook Affordability Subcommittee website](#)
- [OER/ZTC LibGuide](#)
- [SMCCCD OER/ZTC Website](#)
- [ASCCC OERI Website](#)

**Next meeting: 28 February, 12:30-1:30pm, FTLCL/[Zoom](#)**