

## **COURSE MATERIALS AFFORDABILITY COMMITTEE**

### **Meeting Minutes**

Date: Tuesday, December 5, 2023

Time: 11:30 AM – 12:30 PM

**Start Time: 11: 35 AM**

#### **I. Call to Order**

##### **Committee Members and Attendees:**

- In Person – Adam Martin (Co-Chair); Damon Nance, James Finley, Sarah Burnett, Quentin Bemiller, Teresa Friedrich Finnern, Robert Wolfer, Carlos Medina
- Via Zoom – Laura Adams, Bibiana Lopez

#### **II. Approval of the December 5th, 2023 Meeting Agenda – 1<sup>st</sup> Sarah / 2<sup>nd</sup> Teresa Approved**

#### **III. Call of Additional Agenda Items**

- **Approve October 3rd, 2023 meeting minutes – 1<sup>st</sup> Sarah 2<sup>nd</sup> Teresa - Approve**

#### **IV. Update on approved ZTC Definitions and Course Mapping**

- [https://www.rccd.edu/admin/ed\\_services/de/faculty/Pages/Course-Material-Affordability.aspx](https://www.rccd.edu/admin/ed_services/de/faculty/Pages/Course-Material-Affordability.aspx)
- Discussed the value threshold for LTC

#### **V. Discussion on outreach event for Open Education Week (March 4-8, 2024)**

- <https://oeweek.oeglobal.org/>
  - TF suggesting working with TLC around having a brown bag. Open pedagogy as a topic –
    - March 14<sup>th</sup>, 2024 suggested.
  - Carlos suggested using funds to provide incentive (food) to attend.
  - SB suggested a scavenger hunt with Bingo cards.
  - Flyers on faculty doors with stickers (QR Codes)
  - Tuesday, March 5<sup>th</sup>, 2024

#### **VI. LibreFest Recap**

- Discussed the overall structure of the event.
- Discussed the process for printing OER materials either directly or from LibreText
- TF running the course in Winter and will look into formalizing the process.

#### **VII. Update on team selection & progress for the ZTC Course Mapping project**

- Team got together in November.
- General Education gaps are history, political science, and non-English languages
- Music Industry Science – full ZTC pathway
- AM described more work being done during Winter semester.

- VIII. Update on OER Basics special project
- Twenty faculty completed the program
  - Discussion on the course requirements
- IX. Update on Implementation/Acceleration grants
- Acceleration cohorts – AM discussed the process and that there will be a district CMAC report out that will list the courses/programs across the district.
  - SB wanted to know how the process was going to work and who would be in the cohort for Early Childhood.
  - AM will add SB to Nova.
- X. Meeting Adjourned: 12:31 PM