

COURSE MATERIALS AFFORDABILITY COMMITTEE

Meeting Minutes

Date: Tuesday, September 2, 2025

Time: 12:50 PM – 1:50 PM

Location: OC-102 & Zoom – Norco College

Start Time: 12:56 PM

Committee Members and Attendees:

- In Person – Adam Martin (Co-Chair), Robert Wolfer, April Mejia, Teresa Friedrich Finnern, Cameron Young
- On Zoom – Tamara Cummings

I. OPEN MEETING

- Call for Additional Agenda Items
 - None
- Motion to approve current agenda
 - Moved: 1st Teresa 2nd Robert Wolfer
 - Approved unanimously
- Approve May 6th, 2025, Meeting Minutes
 - Moved: April Mejia 2nd Cameron Young
 - Approved unanimously

II. UPDATES

- Title V Changes
 - Student has to be able to get started with whatever materials you plan to use
 - AM suggests we draft a resolution that outlines the above requirement
 - CY asked about the current policy around 10% use
 - AM suggested we need to re-evaluate the current processes
 - Discussion ensued around the current contract with the Bookstore
- FLEX was a success
 - AM shared FLEX was a success
 - AM shared question around issue with OER interpretation materials were not as good as existing materials and costs were between \$5 and \$8.
- Amazon/Cal Poly Pomona AI Competition
 - Outlining tool being developed
 - Amazon is currently covering the cost
 - CY mentioned some outlining is currently being gamified by Norco

III. LTC DEFINITION UPDATE - (ADAM MARTIN)

- AM presented the LTC definition and wants to get a final opinion and have it approved for Norco
- Discussion ensued around the definition and amount that determines LTC
- Recommendation
 - Align our definition with the state definition (\$30)

- Develop a clearer standard moving forward
- AM shared that Path-maker will have drop-down information on course ZTC/LTC settings
- Tamara asked about where the data is coded and reported. AM shared that the current process relies on the Chair and Faculty.

IV. 2025 CMAC GOALS - (ADAM MARTIN)

- Tabled for now

V. REBUS SUPPORT - (ADAM MARTIN)

- Canadian non-profit in OER education for many years
- AM wanted to get consensus on reaching out to REBUS

VI. CLOSE MEETING

Meeting Adjourned: 1:56 PM