

## COURSE MATERIALS AFFORDABILITY COMMITTEE

### Meeting Minutes

Date: Thursday, September 1, 2022

Time: 12:50 p.m. – 1:50 p.m.

<https://qdro.zoom.us/j/86487438047?pwd=UGZrMGxhbjBOMlhDbIVtb1g3Kzk0OT09>

Start Time: 1:01 p.m.

I. Call to Order

II. Approval of the September 1, 2022 Agenda

III. Committee Members: Adam Martin (Co-Chair); Damon Nance (Co-Chair); Miguel Castro; Chase Ballard; Maria Adams; Kimberly Bell; Sarah Burnett; Bibiana Lopez

[Many committee members missing. Please provide a list so I can keep proper attendance]; Kimberly Bell left meeting at 1:40 due to student issue

IV. Call for Additional Agenda Items

Sarah wants to discuss how subgroups are going to meet

- < Adam stated subgroups could meet on their own but would need a stakeholder champion to coordinate and admin those meetings.
- < If not meeting separately, Adam is happy to admin and facilitate one large meeting but wants understanding that various topics from special groups will be discussed with whole committee.
- < Call for a vote on subgroups in individual meetings or in one large meeting:
  - <sup>3</sup> Meetings to be in one/full group to act decisively – 1<sup>st</sup> Sarah / 2<sup>nd</sup> Adam
  - <sup>3</sup> Meetings will only be held in one/full group here forward

Small recap of happenings over the summer:

- < Task force was created with less than 24-hour notice (Adam Martin, Damon Nance, Bibiana Lopez, Kimberly Bell, Teresa FriedrichFinnem) to attend AACU's institute on OERs.
- < Formed a working document called the "Action Plan".
- < Committee should look at Activities in the Purpose/Details and make suggestions or edits.

Chase discussed prior meeting with Deans of Instruction

- < Due to the State now requiring additional data element XB12 (ZTC/LTC/NIM/IMC) to be reported for MIS, college must be precise in our reporting to access the associated funding.
- < Deans were backtracking to collect data for summer and fall while looking for potential solutions for winter and spring to be integrated into TA acceptance.
- < Another solution is all faculty reporting to Chairs which will then give data to IDS to put into system.

V. Review and Comment on the AACU OER Action Plan

Project goals were centered on outreach and awareness for OER and ZTC issues for our campus as well as highlighting resources that are available. Hope to stimulate the creation of those resources and degrees.

Outlined a schedule for a plan of action for the Fall 2022 semester.

- < Adam happy to lead charge on outreach events as seen on schedule in Action Plan
- < Suggestion to go to APC before Academic Se

VI. Review and Comment on the CCC's Funding for ZTC Degrees

Funding source brought to us by the California Community College Chancellor's Office will provide a small amount of grant money (\$20,000 to start) so that we can form special projects to create ZTC courses and degrees. There is funding up to \$200,000 for the creation of a ZTC degree. Important to note that CCC has \$112 million for the initiative, so potential for additional funding in the future with progress.

Potential to pay faculty members who are interested in special projects to convert or create new courses towards the end of offering a ZTC degree and take advantage of the \$200,000 funding source.