



CONTRA COSTA COLLEGE

Open Educational Resources (OER) & Zero Textbook Cost (ZTC) Committee

Meeting Notes

Date: December 6th, 2022 (1st Tuesdays) **Time:** 2-4pm

Location: [Zoom](#) Meeting ID: 878 1105 3062 Passcode: OERZTC

[Committee Charge and Past Agendas & Minutes](#)

Voting Members

Chairperson: Maricela Ramirez

OER Librarian: Lori Brown

LA Division: Brandon Marshall - *Alternates:*

NSAS Division: Jason Lau - *Alternates:* Perry Aliado

AACE Division: Jacki Lindblom, - *Alternates:*

SS Division: (vacant) - *Alternates:*

Non-Voting Members

Students: Diego Ortega

Classified: Luanna Waters, Erica Delgado

Manager:

Visitors: Darris Creer (Bookstore), Brenda Pless, Devon O'Rourke, J. Vern Cromartie, Dominick Christiana

Bolded meant present

Time	Item	Action
2:14	Welcome Maricela welcomed everyone to the meeting.	n/a
2:15	Confirmation of Membership Maricela welcomed all in attendance, including our many visitors	n/a
2:15	Approval of the agenda The committee went over the meeting agenda. Jackie motioned to approve the meeting agenda; Brandon seconded; all in favor, no objections/abstentions.	Vote
2:16	Approval of the November Minutes Maricela shared the meeting minutes from the last meeting. Jason motioned to approve the meeting minutes; Lori seconded; all in favor, no objections/abstentions. Vern believes he was in attendance, Maricela will verify with the recording from the last meeting.	Vote
2:19	Public comments	Informa- tional

	Brenda Pless had a public comment if there was any incoming new ZTC or OER books for the spring semester. Devon mentions there may be a new incoming OER statistics book for spring semester. Brenda requests at least a week for processing.	
2:25	Student Update -Diego mentioned that there is toy drive that is currently active on campus to collect	Informational
2:26	LTC Update <ul style="list-style-type: none"> ● Districtwide adoption of an LTC cutoff value of \$30. ● Student Senate for California Community Colleges (SSCCC) Board of Directors has recommended \$30 as the dollar amount for a low-cost textbook definition. ● Vern wants clarification if it is \$30 with or without tax. 	Discuss
2:27	OER and ZTC Resources for Faculty <ul style="list-style-type: none"> ● Faculty Facing Mini-Website Updates ● Lori attempted to make a meeting with Larry Womack and Tim Gleason. ● Tim Gleason wanted to know what information we needed and he could not make any decisions as it needed to move higher. ● Maricela will reach out to the deans and see what we need to do to move this forward. 	
2:29	ZTC Pathways grant and OER Grant <ul style="list-style-type: none"> ● Awaiting application for Phase 2 ● Erin Larson in the Chancellor's Office, who was leading the program was reassigned elsewhere. No one has been put to replace her so no application has been brought in. 	Discuss
2:46	OER & ZTC Grants for Faculty and Departments <ul style="list-style-type: none"> ● Devon had an update about 2 grants that she had received. <ul style="list-style-type: none"> ○ Grants were for Math 118 and 120 which have been removed with the passage of new legislation. ○ Math 164 is still moving forward with Terril writing ● Maricela recommended submitting an addendum grant application to adjust the Math 118 and 120 into an existing course but hours will not be able to be verified until Spring Semester ● Devon expressed needing additional hours for 164 to add in the open math homework system and editing the textbook. ● New Extension Application for Math 185 by Sue VanHattum <ul style="list-style-type: none"> ○ Application is for an additional 40 hours to continue to build free online homework solutions. ○ Perry motioned to approve, Jason seconded; all in favor, no objections/abstentions. ● Math 200 by Sue VanHattum <ul style="list-style-type: none"> ○ Asking for a new grant of 40 hours to develop more MyOpenMath shells for Math 200. 	

	<ul style="list-style-type: none"> ○ Jackie motioned to approve, Brandon seconded; all in favor, no objections/abstentions. ● Grant money is running out in May for this specific source. 	
2:48	<p>OER-Related Updates</p> <ul style="list-style-type: none"> ● Lori Brown has finished developing all of the curated lists for those requested. ● Brandon had no updates specific for OER from Academic Senate but they are working on pedagogy conference and we might be interested in having people that utilize OER and ZTC to apply to it in the pedagogy conference if it is related to how we utilize OER and ZTC in the classroom. Theme for the conference is "Radical Love: learning to recognize and use student strengths to create an equitable and compassionate community." If there is a way your OER and ZTC is used to showcase that connection it might be a good tie in. ● OER Event was canceled and flier was not created. ● Maricela is working to create a list of all classes that are OER and ZTC. Vern wanted clarification about who to notify for the classes. Maricela said that if the course is put in correctly into the visual builder for the schedule than it should be updated correctly. Double checking with chairs to ensure that the class is put in correctly. ● Vern had clarification for pay as grants and when pay happens. Timecards need to be submitted and turned to Maricela and Maritez. Cutoff of May for the current grant funding. Maricela will follow up on if Vern was correctly paid for his last time card. 	Discuss
2:58	<p>Appreciations</p> <p>Maricela thanked all of our visitors for coming</p> <p>Maricela thanked the Math people for their information and clarification about the MyOpenMath</p> <p>Jason appreciated Maricela for stepping up to run the committee for the semester</p> <p>Vern appreciated Lori and was seconded by Jason and Brenda for all of the wonderful work she does and her patience with moving everything along.</p>	n/a
3:01	<p>Adjourn - Our next meeting will be Tuesday, February 7th.</p> <p>Motion to adjourn the meeting by Brandon; seconded by Jason. No objections or abstentions. Meeting was adjourned at 3:02 pm.</p>	n/a