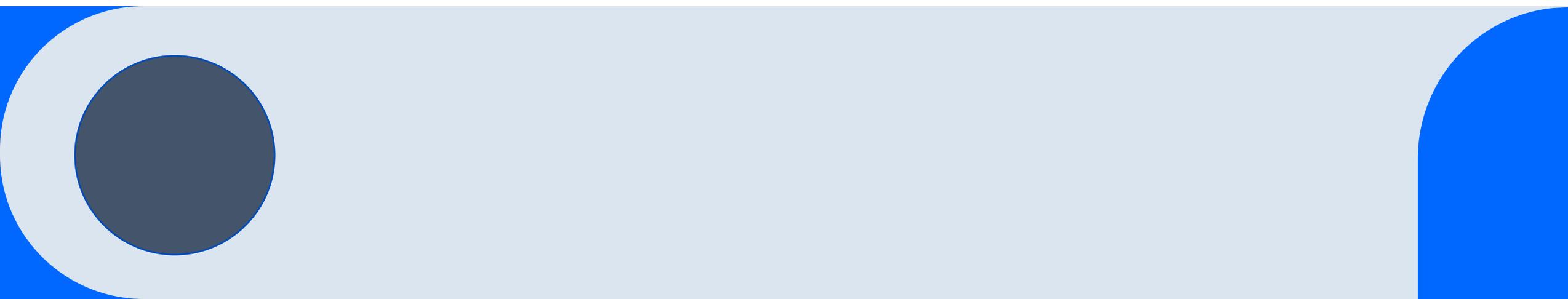




Zero Textbook Cost Implementation Plan (ZIP)

**From your Academic Senate Open Educational
Resources Coordinator, Lisa Storm**



Agenda

Introduction

Purpose of ZTC Implementation Plan

Instructional elements of ZTC Implementation Plan

Next steps

Questions? You can ask questions during the presentation too



The Zero Textbook Cost (ZTC) Implementation Plan:

- Is a guideline for the distribution of grant funding
- Purpose of the grant is to develop ZTC pathways to Degrees and CTE Certificates
- Grants received: Implementation, Acceleration-\$425,000
- Grants available in the future: Impact (\$200,000/program), Acceleration II (\$200,000/program), Expansion (\$20,000/course)

ZTC pathway programs in progress

Implementation grant
(\$200,000):

- Communication Studies
ADT
- Workforce and Academic
Readiness CT

Acceleration grant
(\$225,000):

- First Line Supervisor CT
- ADJ ADT (cohort)
- ADJ CT (cohort)



WARC

1. Workforce and Academic Readiness Certificate (WARC)

1. [Progress to date](#)
2. Tentative timeline
3. Course sections in pathway that are ZTC
 1. BUS 600 (O'Donnell)
 1. No textbook required
 2. BUS 650 (O'Donnell)
 1. OER
 3. BUS 690 (O'Donnell)
 1. OER
 4. BUS 699 (O'Donnell)
 1. OER

COM ADT

1. Programs

1. [Communication Studies Associate Degree for Transfer \(COM ADT\)](#)
 1. [All OER being used in the program](#)
 2. Course sections in pathway that are ZTC
 1. **Required major courses (15 units) below**
 2. COM 1 (Hough)
 1. [OER](#)
 3. COM 1 (King)
 1. [OER](#)
 4. COM 2 (Hough)
 1. [OER](#)
 5. COM 5 (Hough)
 1. [OER](#)
 6. **Still waiting for COM 4, 8 confirmation for Required Major Courses**
 7. **Major Electives (3 units) below-complete**
 8. COM 3 (King)
 1. [OER](#)
 9. ENG 2 (Mendoza)
 1. No textbook required
 10. ENG 2 (Lanka)
 1. [OER](#)



Instructional elements of the ZTC Plan

1. Favor OER over other methods of attaining ZTC
2. Certify ZTC Disciplines
3. Focus on disciplines where OER is skimpy, high-textbook-cost disciplines (STEM, CTE), disciplines that amplify pathway potential

1. Favor Open Educational Resources (OER) over other methods of achieving ZTC
 1. OER is a better way to achieve ZTC status for course sections, as it has the potential to benefit the entire CCC student population
- Certify disciplines as ZTC Disciplines when all courses in the discipline have OER or “no textbook required” listed as instructional materials in curriculum documents
 3. Focus on course sections that amplify pathway potential
 1. English, math, General Education courses
 1. CaLGETSE
 4. Focus on course sections that carry high textbook costs
 1. Science Technology Engineering and Math (STEM)
 1. Research on STEM homework systems
 2. Career Technical Education (CTE)
 1. Software application OER is extremely skimpy and expensive

Instructional elements of the ZTC Plan

1. Create campus culture inclusive of ZTC
2. AP 4042
3. Support ZTC when scheduling to comply with SEM and increase ZTC pathways

1. Strive for continuity of ZTC status with converted course sections
1. Create campus culture inclusive of ZTC
 1. AP 4042 drafted and approved
 1. Administrative procedure to carry out objectives of BP 4042
 2. Enhance support by the administration
 1. Academic Affairs
 1. Support ZTC when scheduling
 1. The scheduling section of the Strategic Enrollment Management (SEM) Plan calls for an increase in ZTC pathways and the development of a ZTC scheduling strategy

Instructional elements of the ZTC Plan

1. Support robust ZTC promotion
2. Web pages
3. Canvas
4. CVC
5. Icangotocollege.com

1.Support robust ZTC promotion

1. The Strategic Enrollment Management (SEM) Plan calls for the development of a marketing and communication strategy to attract students to ZTC pathways
2. Web pages
3. Canvas
4. CVC
5. icangotocollege.com

Instructional elements of the ZTC Plan

1. Repair PAWS self-service issues
2. Designation of ZTC sections clearly communicated to students exclusive of bookstore link
3. ZTC logo explained to students
4. Efficient textbook data collection
5. PAWS self-service search for ZTC explained to students

1. Repair PAWS Self-Service issues
1. The Strategic Enrollment Management (SEM) Plan calls for the development of a strategy to schedule ZTC pathways and make them identifiable in the online course schedule
2. Designation of ZTC sections must be clearly communicated to students, exclusive of link to the bookstore
 1. ZTC logo explained to students
3. Collect course section textbook adoptions during scheduling instead of in a separate survey
 1. Spring '24: faculty survey sent during spring break when faculty were on leave
4. PAWS Self-Service search for ZTC simple, effective, and communicated to students

Instructional elements of the ZTC Plan

1. Repair CVC
2. Badged and ZTC course sections should be at the top of the list when home college is unselected
3. Hartnell College not listed when home college is unselected

1. Repair California Virtual Campus (CVC) issues

1. ZTC sections should float to the top, impacting Hartnell online course enrollment
2. Hartnell College currently does not show when home college is unselected
3. The Strategic Enrollment Management (SEM) Plan states that Hartnell College online courses in the CVC-OEI should be visible and float to the top if badged/ZTC. The SEM also calls for the development of a communication plan for courses in the CVC-OEI.

Instructional elements of the ZTC Plan

1. ITR issues: XB 12 data collection, PAWS Self-Service, CVC
2. Curriculum Committee verification that faculty have taken reasonable steps to minimize cost/ensure necessity of instructional materials (Title 5)

“These policies and regulations shall direct instructors to take reasonable steps to minimize the cost and ensure the necessity of instructional materials.”

1. Information Technology Resources (ITR)

1. Improve data collection
 1. XB 12 section level data reporting
 - Summer '22
2. Help repair PAWS Self-Service issues (see above)
3. Help repair CVC issues (see above)

2. Curriculum Committee

1. Statement on textbook page regarding Title 5 section 59404
 1. ASCCC resolution 13.05 (sp 22)

Instructional elements of the ZTC Plan

1. Create OER in various disciplines
2. Increase OER updating and adoption
3. Five year contracts
4. Create (\$10,000), update (\$7,500), adopt (\$5,000) or continue to adopt (\$2,500)

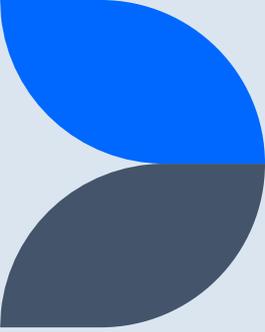
1. Create OER in various disciplines Faculty survey analysis
 2. Disciplines with skimpy OER available
 1. Software application OER is extremely skimpy and expensive
 3. Disciplines with expensive textbooks
 1. STEM
 1. Areas where OER is skimpy
 2. CTE
 1. Areas where OER is skimpy
- Update OER in various disciplines
4. Faculty survey analysis
 5. Stale OER can be updated, which is more efficient than creation of new OER
- Increase OER adoption
6. Faculty survey analysis
 7. In areas where there is plentiful updated OER available, encourage adoption of OER instead of creating or updating of OER
 8. Preference is for adoption by full-time faculty
 1. Sustainability in the long-term will be enhanced if the preference is for adoption by full-time faculty as part-time faculty tend to move on/get full-time jobs at other colleges.
 2. Five-year contracts can probably only be enforced against full-time faculty
- Faculty stipends
9. \$10,000 to create OER and adopt it for five years
 10. \$7,500 to update OER and adopt it for five years
 11. \$5,000 to adopt OER for five years
 12. \$2,500 to continue to adopt OER for five years

Next Steps

Attend information sessions for Impact, Acceleration II, and Expansion grants

Apply for all appropriate grant funding using the criteria provided by the Chancellor's Office

Grant	Amount Available	Target	Date of Info Session
Impact	\$200,000	High enrolled programs	May 7
Acceleration II	\$200,000	Unique programs	May 7
Expansion	\$20,000 per course	Stubborn course conversions	May 16



Timelines and deliverables

1. Timeline

1. Implementation grant

1. COM ADT must be available fall, 2025
2. WARC must be available fall, 2025

2. Acceleration grant

1. First Line Supervisor must be available fall, 2026
2. ADJ CT must be available fall, 2026
3. ADJ ADT must be available fall, 2026

2. Deliverables

1. COM ADT pathway fully ZTC and offered fall, 2025
2. WARC pathway fully ZTC and offered fall, 2025
3. First Line Supervisor pathway fully ZTC and offered fall, 2026
4. ADJ CT pathway fully ZTC and offered fall, 2026
5. ADJ ADT pathway fully ZTC and offered fall, 2026

Questions?