

Affordable Learning Solutions Subcommittee

Meeting Minutes

April 19, 2023

<https://csueb.zoom.us/j/86072733032>

Note taker: Missy Wright

In attendance: Missy Wright, Daisy Muralles, Cory Lepage, Cheryl Saelee, Doug Ferguson, YuanYuan Gao, Michelle Duarte, Liz Kyonka

1. Approve past minutes: [Minutes #4 Mar. 2023 AL\\$ Meeting](#)
 - a. Approved 2:05pm

Updates & Reports

1. Welcome
2. Link to shared Google Drive: [AL\\$ Affordable Learning Solutions](#)
3. Missy: RTP language on RTP subcommittee, FAC decision updates
 - a. New, revised RTP document has the edits that include a statement for teaching that acknowledges affordable learning - this document will be voted on in senate likely this academic year
4. Update from bookstore: what are some future programs/plans around textbook access? What is happening with the Inclusive Access Textbook Program?
 - a. Continuing with the Inclusive Access program with individual classes that sign up for reduced prices (fac opt in and then work with publishers and then their student account is charged if they decide not to opt out). Some from KIN, some from STAT, some from Business and Math
 - i. Open textbook pilot program that Daisy is looking to start up, \$1.1 million multi-campus program
 - b. Freshman program (where they receive the books for free) - all access
5. Update from Blackboard/Canvas announcements
 - a. [Summer and Fall 2023 Textbook Adoptions](#)
 - b. Pop-up message on Canvas/Blackboard between 4/5 and 4/14 to remind faculty members about the due date?
 - i. Checking in on messaging - Michelle stated all set. Have been receiving adoptions. Still low (maybe 25% for fall, 20% for summer), getting ready to send out missing lists. Michelle suggested someone from the Provost office could help. Incentive this year with \$100 gift card from bookstore for people that submitted by April 14th deadline. Daisy offered to post to faculty affairs this week (using language from Michelle)
 - c. How many adoptions have been received so far?
6. Manuel Saldanha, Director, Enrollment Management Systems (**TIME CERTAIN: 2:15pm**)
 - a. Requirements to submit a bulk request of past low cost/zero cost data into the catalog
 - i. If low or zero, the term, catalog subject, section (eg art 101 for Fall 23 and it's low cost)
 - ii. How can we use this material if it's not just or able to be used for students to make decisions on courses posted for future offerings.
 1. Are things we can learn about patterns in depts in terms of zero and low cost material

2. Manuel can go back to prior schedules to add these attributes
 - b. Process/frequency - confirm contact
 - i. Gathering info to figure out an accountability system. Need a point person. Not regulated by Senate so its tough
 - c. Questions from bookstore to catalog?
 - i. Michelle to Manuel - how long does it take? Depends on time frame, but in general it shouldn't take long. Is there an ideal time frame? It's what works for the students, won't put a parameter around it. Liz to Manuel: "I'm using these materials until further notice" check box for faculty, is it possible? No, every time it would need to be adjusted when scheduling your course
 - ii. Daisy - got a nice list from Michelle so Daisy will start with this (list from Fall '20) within the next few days and will email to Missy and Michelle
7. Spring 23 Book List
- a. [Textbook Adoption Data](#) - The Regional Course Materials Specialist was needed to pull this list. This version is much easier to filter by New Retail Price, or by No Text Required or OER.
 - b. REQUEST: Can we request a similar report for past academic terms from Fall 2020 to last Fall 2022? (AY: 2020-2021, 2021-2022, 2022-23) I think if the spreadsheets look like these then we can easily send them to Manuel to import zero-cost and low-cost tags on the past catalog data to then the subcommittee to be able to review and do an analysis of trends.
 - i. Yes - see notes above about what Manuel needs and that Daisy will send this document within the week to Manuel

Discussion Items

1. [Recommendations](#) - Before we send to CIC, we want to make our recommendations more actionable.
 - a. Focus on Item 3, "Continued support to help amplify the purpose and mission of this committee..."
 - i. What do faculty need to know to take up an OER textbook project? What type of data/information to make decisions about their content selections?
 - ii. What is the support that faculty need to create OER? Finding the ones that want to; 3-unit buyout...;
 - iii. What is actually useful for a page like this:
<https://library.csueastbay.edu/als/forfaculty>

Notes from this discussion:

- iv. Open textbook pilot program - to get money to pay for faculty to buy them out from a course to have faculty focus on OER. Collaboration with Fresno, East Bay, San Bernardino and Sacramento. FOCUS is in health sciences to create OER that are in these related fields. Daisy will share this in her presentation to KIN in May.
- v. Cory shared about getting message out, reach out to Silvina for academic affairs to Lisa Thomas by Friday at 3pm
 1. Quick bullet points with a link (for the key points we want to get across)
 - a. Textbook adoption - its not too late to submit. If you aren't sure if you've submitted or not, here is how you find out! From the AL\$ subcommittee
- vi. For Canvas and BB - Cheryl will extend the message until end of finals week

2. Other business
 - a. Liz happy to stay on for college of science
 - b. Cory has 1 more year on CIC and happy to stay on AL\$
3. Adjourn 2:59