

**Affordable Learning Solutions Subcommittee
Meeting Agenda**

Oct 24, 2022, 11am-12pm

<https://csueb.zoom.us/j/88050149235>

Link to agenda: [Agenda #1 2022 ALS Meeting](#)

Note taker: Missy

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

1. Approve agenda:

Updates & Reports

1. Welcome - Round robin
2. [2021-2022 ALS subcommittee report](#)
 - a. Daisy took the committee through this report, noting the highlights and what was accomplished last year, and noting the links that can be informative related to this committee. Noting the differences between being housed in Online Learning vs Library as the ALS coordinator.
 - b. Sent with Liz (CIC rep) - updates?
 - i. From Liz
 1. RTP language - went through CIC very quickly. Because this policy lives with FAC, Sarah was going to consult with that subcommittee before sending a recommendation to the senate, and this is where it is. Liz followed up in August and will follow up again with Sarah, to see about an update on the policy. Liz will provide update at next meeting
 2. Report - was on agenda and was mentioned and is now on faculty senate website
 - a. Next step is to decide if we want to draft a memo to CIC and ask very specifically what we would like CIC to act on - this will be a focus/discussion item for next meeting
 3. Syllabus policy got stopped (not related to OER) language to encourage fac to use OER will be on new syllabus policy once approved
3. Discussion on potential Memo to CIC: would like support from CIC to help with some of our initiatives
4. Brief Overview of the following:
 - a. Textbook Adoption Policy:
<https://www.csueastbay.edu/oaa/files/docs/policies-and-procedures/textbookadopt.pdf>, States, "Faculty not ordering course materials from the Bookstore or intending to use OER (freely accessible) course materials must notify the bookstore of that fact. The University is required to note which courses have free materials; the bookstore and the registrar help us do this through a special symbol in the schedule of classes. Once a course has been listed in the Course Catalog with a ZCCM (zero cost course materials) designation, every effort should be made to ensure the course remains a ZCCM qualified course. Should instructors change at any point, they will be encouraged by their department to keep the same previously assigned ZCCM selections...."

- b. [Senate 2020-21 - 3R Resolution Encouragement of Affordable Learning Course Materials](#), States, “RESOLVED, that the appropriate party update University Catalog to ensure “Zero Cost” Course Attribute accurately displays courses. [University Schedulers, Academic Senate, Academic Affairs]; and let it be further,…”
 - c. CSUEB Affordable Learning Solutions /Open Educational Resources library guide: <https://library.csueastbay.edu/als>
- 5. Affordable Learning Solutions Coordinator Updates
 - a. [2022-23 AL\\$ RFP](#) - ALS funding for this year is \$15,000 for “Department incentive program that awards departments/programs that have [x%] of the department's faculty go through Library workshop series to review and then adopt/modify/create OER materials for their courses to serve all students within a program or course sections. *This funding for 2021-2022 was not expended due to delays in rolling out workshops. I am requesting a rollover of these funds if possible.
 - b. Running these in the spring
- 6. Someone needs to follow up with Mark Robinson to see how we officially attain our CIC rep
- 7. Brainstorming potential goals/activities for academic year:
 - a. Strategize the timing of when we want to get info out for summer or fall. An example “something with teeth”: As part of the syllabus policy, prohibited adopting “brand new textbooks” - if it's brand new then it cannot be bought as a “used copy” — how to get more buy-in, do an assessment of how effective it was...
 - b. Daisy noted a past student and their personal account with choosing textbooks and course materials - library to use some of their report for PSA's
- 8. Update from Michelle on 1st year program - this year it is back to only 1st years getting free books (not 1st and 2nd like it was last year). Some students still aren't coming. Speaking to students, they all really enjoy it. Still in talks to potentially expand the program (Provost, Myesha, Suzanne Espinoza, etc), (the campus wouldn't be paying for it).
- 9. From Liz - CIC doesn't have an ASI rep either.
- 10. Daisy asked if we could bring in a student ambassador to a future meeting - yes, because not a replacement to an elected student rep, but yes - to have a guest as a non-voting member, to speak to areas that we're focused on
- 11. ASI when they put the resolution out, there was no noise. How can we amplify this?
- 12. Set next meeting for Monday Nov 28th 11am-11:50am
- 13. Adjourned 11:53

Discussion Items

- 1. [Fall 2022 Notetaker list](#)