

COURSE MATERIALS AFFORDABILITY COMMITTEE

Meeting Minutes

Date: Tuesday, October 3rd, 2023

Time: 12:50 PM – 1:50 PM

Start Time: 12:56 PM

I. Call to Order

Committee Members and Attendees:

- In Person – Adam Martin (Co-Chair); Steven Camacho, Maria Adams, Teresa Friedrich Finnern, Robert Wolfer, Bryan Morales, Carlos Medina
- On Zoom - Bibiana Lopez

II. Approval of the October 3, 2023 Meeting Agenda – 1st Carlos / 2nd Steven – Approved

III. Call of Additional Agenda Items

- **Email that Carol will be sending out discussion requested by Teresa**
 - Implementation and Acceleration Grant discussion on timeline and methods
 - AM suggested sending out the solicitation first and then seeing commitment
 - Disciplines committed/Discussed
 - Early Childhood
 - Entrepreneurship
 - Physics
 - Kinesiology
 - AMP
 - English
- **Approve September 5th, 2023 meeting minutes – 1st Steven 2nd Maria - Approve**

IV. ZTC Definitions and Course Mapping

- Definition provided by MVC CMAC Chair, Angela Thomas:
 - ZTC definition
 - We changed the amount of resources the library would have to carry to consider it a class set. Our old definition said we had to have a copy for each student. We realized that not every student needed access at the same time, especially with electronic resources.
 - LTC definition
 - We added book rentals under \$50. We realize that the CVC-OEI will require LTC to be under \$30 but we can change this when we are closer to joining this. At this point, we have no idea how long this will take to figure out. We want to encourage LTC as a viable option to reduce the cost of materials now.
- AM and TF agreed that we should not make changes at this time and stick with our definitions as ratified.

- TF said the mapping should also include how they fit in the pathways.
- AM soliciting options for outreach around ZTC/LTC
 - TF suggested one on one or small group discussions
 - Project related to circuit of department meetings, senate, and APC to discuss ZTC/LTC. TF suggested student voice perspective.
 - TF suggested outreach to students around EDUNAV showing ZTC or LTC
 - MA suggested adding to Orientation
 - Suggestions around outreach with food to discuss definition of ZTC/LTC for students
 - TF described LibreFest conference availability and AM said that funds would be available to pay for the conference. October 23rd and 24th (Two half days – 10 AM to 1 PM).

V. **Plenary Discussion on SB 132 (2021) Implementation & Acceleration Grants**

- Discussed grant allocation for both grants. AM discussed hourly rates and flat fee for faculty compensation for working on the grant(s)
- SC discussed drafting a uniform document describing the pathway and ZTC/LTC requirements.
- AM discussed the importance of the mapping process.
- TF identified CAL GETC issues.

VI. **Meeting Adjourned: 1:41 PM – 1st Carlos/ 2nd Maria - Approved**