

COURSE MATERIALS AFFORDABILITY COMMITTEE

Meeting Minutes

Date: Tuesday, March 5, 2024

Time: 12:50 PM – 1:50 PM

Start Time: 12: 53 PM

I. Call to Order

Committee Members and Attendees:

- In Person – Adam Martin (Co-Chair); Teresa Friedrich Finnern, Robert Wolfer, Carlos Medina, Angela Thomas (CMAC Co-Chair at MVC), Sharese Tronti, Maria Adams
- In Person at 718 Ronica Way, Fallbrook CA, 92028 - Sarah Burnett
- Via Zoom – James Finley, Susan Seifried, Steven Camacho, Bibiana Lopez

II. Approval of the March 5th, 2024 Meeting Agenda – 1st James / 2nd Theresa Approved

III. Call of Additional Agenda Items

- **Angela Thomas requested adding ZTC definition discussion**
- **Summary of ZTC course Mapping**
- **Announcement about Webinar**
- **Approve December 5th, 2023 meeting minutes – 1st Theresa 2nd Sarah - Approve**

IV. OE Week Discussion

- Lisa still working the booth.
- TF says the students were moderately aware of how the process works
- Discussion on bookstore and ZTC books.
- TF asked the question of how the TAs would keep track of ZTCs
 - New ERP system will implement it.
- Angela said the student survey went out yesterday and faculty surveys should go out soon.
- TF suggested extra credit for completing the survey.

V. Implementation/Acceleration Grant Updates

VI. Ideas for Future Committee Work

VII. ZTC definition discussion

- Angela provided the following definitions:
- A Zero Textbook Cost (ZTC) pathway is a program of study (ADTs, AOE's, CTE certificates, and AA/AS degrees) that can be completed with no textbook costs within any given two academic years.
- ZTC classes have no textbook-related costs, including access fees for online materials. See the district website for more details on the ZTC definition and course material affordability.

- Minimal ZTC pathways provide at least one ZTC course section as an option for all pathway requirements.
- Robust ZTC pathways provide multiple ZTC course section options for all pathway requirements that are offered in multiple sections within each academic year.
- Discussion around definitions commenced.
- TF recommended “ZTC pathways provide at least one ZTC course section as an option for all pathway requirements and ideally will work towards providing multiple ZTC course (get remainder)
- Will postpone until RCC reviews.
- Motion to approve ZTC definitions at – Steven 1st, Maria 2nd - Approved

VIII. Summary of ZTC course Mapping

IX. Announcement about Webinar

X. Additional Items

- AM mention the CMAC survey and encouraged members to complete it.

XI. Meeting Adjourned: 1:50 PM