

COURSE MATERIALS AFFORDABILITY COMMITTEE

Meeting Minutes

Date: Thursday, October 10, 2024

Time: 12:50 PM – 1:50 PM

Start Time: 12:57 PM

Committee Members and Attendees:

- In Person – Adam Martin (Co-Chair), Robert Wolfer, James Finnley, Lien Jabujab (student), Vivian Harris, Melissa Olivieri, Teresa Friedrich Finnern, April Mejia
 - Via Zoom – Maria Adams at Child Development and Teacher Preparation Center, 4501 Amb Dr, Riverside, CA 92505
 - Angela Thomas

I. OPEN MEETING

- Approve September 3rd, 2024 meeting minutes – 1st James 2nd Teresa – Approved
- Call of Additional Agenda Items
 - No additions
- Motion to approve current agenda
 - Moved: Teresa, April
 - Approved

II. KPI UPDATES

- [SPARC Savings](#)
- Since Summer 2024, approximately 9,806 students have taken a ZTC Course
- \$1,146,713 has been saved for Students and the community!!
- AT gave a report on these findings. Described it would be 1.4 million with inflation
- Discussion around what anthropology courses have been converted to ZTC..

III. ZTC GRANT UPDATES

- Implementation Grant
 - AM described the current state of this grant and described there are still opportunities available.
- Collaboration Cohorts
 - Comm Studies – AM described that the Comm Studies department decided that they did not want to continue in the cohort
 - The department desires to continue looking at ways to convert local courses to ZTC

- AM discussed some issues associated with other colleges not being willing to share the ZTC resources
 - Business Admin – RW described the current state of this collaboration.
- Entrepreneurship (Acceleration Grant)
 - AM – This was approved and special projects are being awarded
- Library Funding
 - Printing has been approved.
- Printing Capacity
 - AM suggested adding printing as an option to future process improvement grants requests and including more options for color printing.
- Call for Acceleration II proposals & Process Improvement Proposals
 - Web Development – AT
 - AT described that WD is not doing well system-wide
 - Combining the certificate with a business degree.
 - Business Information Worker
 - ZTC Honors Degree
 - Cameron Young will be working on this pathway
 - AM described there are still opportunities available
 - TF is looking at developing a Biology Tech Certificate
 - MA described a desire to do Infant Mental Health Certificate
 - Current deadline is this academic year

IV. REVISITED SEMESTER PLANNING (SPRING 2025)

- FLEX Presentation
 - AM described a need to have a champion for this event
 - AT interested in handling the FLEX presentation
 - AM will work with AT to determine the overall scope.
- OEWeek
 - Social Media Campaign
 - MO volunteered to participate at the booth.
- OERSummit.

V. CLOSE MEETING

Meeting Adjourned: 13:57 PM