



Textbook & Instructional Materials Committee Meeting Notes

April 7, 2022

(3:00 PM – 4:30PM, Zoom)

x	<i>(Faculty) Kristina Allende</i>	x	<i>(Co-chair) Allie Frickert</i>	x	<i>(Co-chair) Romelia Salinas</i>
<i>On sabbatical</i>	<i>(Faculty) Ellen Caldwell</i>	x	<i>(Faculty) Jenny Leung</i>		<i>(Student Services) Gabi Quiroz</i>
x	<i>(Faculty) Monika Chavez</i>		<i>(Bookstore) Suzanne Luetjen</i>	x	<i>(Student rep) Susan Ramuco- Elicerio</i>
	<i>Vacant</i>		<i>(EOPS)Julie Marquez</i>		

Item	Leader	Action Needed (discussion, decision, etc.)
Review minutes	RS	Reviewed last meeting notes, notes were approved
SPEAC report	MC	No new speak report, First day is being piloted it is not campus wide
Update on Instruction Smartsheet to be used for all Divisions for Zero Cost https://app.smartsheet.com/b/form/71ddc614aof94a009758b07bd5997c52	AF	Some questions posed by this smart sheet, who will we verify? Re: for now we will use the honor system, starting Summer

Update on FAQs resource page	MC GQ	Review and update FAQs resource page. Recall that there are free apps for graphing calculators now so they can be no cost items, library also carries them and will be purchasing more. Edits were made directly to FAQs, document approved by committee.
Next steps for implementing icon with IT (goal of Winter '23) Developing a box for searching courses by Zero and Low Cost in the schedule? Gabi's idea about where to put instructions where students will see it?	RC and GQ	Need to direct procedural questions to AVPI for directive, Will low cost be the same process as zero cost.
Discussion on "First Day" and inclusive access (Webinar share out?)	MC	<p>ASCCC Resolution & ASCCC Automatic Billing/"Inclusive Access". Strongly recommend opt in only, textbook retention is a concern (no reuse, or resale), if digital resources are to be used hopefully there will be a cost savings. Perhaps trial access.</p> <p>Does the inclusive access program enhance academic freedom by offering affordable content from a variety of sources including open educational resources (OER)?</p> <p>Does the inclusive access program provide permanent access to core content after the subscription period ends?</p> <p>Does the inclusive access program have data agreements that protect students and provide data sharing transparency with the participating school?</p> <p>Does the inclusive access program capture student data for advertising or marketing purposes?</p> <p>Does the inclusive access program include reasonably priced print options for the 10 percent of students who still need or prefer it to digital material?</p> <p>Does the inclusive access program offer fair pricing for online homework or other courseware components if offered separately?</p> <p>Does the inclusive access program keep OER content free, or does it charge for it?</p>

		<p>Is the inclusive access program fee clearly delineated as part of the course listing alongside other similar fees such as lab fees and tuition?</p>
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