



## Open Educational Resources Committee

MINUTES | November 4, 2021 | 12:45 pm – 2:00 pm

Location: <https://cccconfer.zoom.us/j/96087764654> | Meeting ID # 960 8776 4654

### 1) WELCOME AND INTRODUCTIONS

- a) Karen Gottlieb called the meeting to order at 12:52 pm. The new presentative from Communications & Languages, Patricia Hughes, was welcomed.

### 2) APPROVAL OF THE MINUTES FROM OCTOBER 7, 2021

- a) It was moved by Delmis to approve the minutes; seconded by Erin.
- b) Discussion:
  - i) Changes requested by Sheila – Sheila asked Delmis, not “recommended”. Sheila mentioned she would communicate other minor changes with Lucha at a later date to not take up more meeting time.
  - ii) Lucha brought up a concern about not having an official secretary position in the committee, since she was asked by the former chair to take notes and has done so for the past couple of meetings. Now that we are in a transition of chairs, she volunteered to take notes for this meeting, but that we should consider voting for a secretary in addition to a chair.
- c) It was moved by David to approve minutes as amended; seconded by Erin. October minutes approved.

### 3) AB 361 – STATE OF EMERGENCY AND TELECONFERENCING

- a) It was moved by Sheila to continue meeting in November via teleconferencing; seconded by Erin.
- b) Discussion:
  - i) Karen will look into the specific language of the bill to see if we can vote 30 days in advance.

### 4) DISCUSSION - QFE/IRP DRAFT NARRATIVE

- a) [Copy of QFE Narrative](#) for each member to review.
- b) Discussion:
  - i) The QFE is a new component of the Institutional Self Evaluation Report (ISER). It was due in June 2021. The purpose of the QFE is for the institution to reflect on

long-term projects. The IRP deadline to make revisions has already passed, given meeting accreditation deadlines.

- ii)** The Academic Senate Exec and Curriculum Chair have written responses to this document. In the area of faculty responsibility, there is no area for how to support faculty who are given a lot of responsibility. In the area of curriculum, there is already a process for courses to identify OER textbooks.
  - iii)** Aspen grant money was used to craft the QFE's for math and OER. There are concerns that IRP has not reached out to faculty stakeholders, even though they are a major part of this document.
  - iv)** The institutionalization of OER is not clear in this document and needs to be defined. Rather, the document is more of a list of activities, which is not a real commitment and places a major burden on faculty who are not OER experts. A stronger commitment would be, for example, a coordinator position or release time for OER committee members to be designated content experts in their division to review OER. Other possibilities include, developing an OER program that could be housed under a unit plan, such as the library and instructional support, or even at the level of an area plan.
- c)** The committee agreed to work on the QFE recommendations during committee meetings rather than forming a separate task force.

## **5) NOMINATIONS FOR 2021-2022, CHAIR AND SECRETARY**

- a)** Lucha nominated themselves as Chair; seconded by Sheila. The committee unanimously voted Lucha for Chair, effective after this meeting.
- b)** Erin nominated herself as secretary for December until an official description for the position is written.

## **6) OER DEVELOPMENT INITIATIVE UPDATE**

- a)** In addition to Sheila, there are two other members involved in this initiative (Patricia and Erin). The initiative was supported by the CARES Act now Cresa. There are now 8 teams, one stepped down (Sociology in BSS). Names will go up on the board agenda to encumber funds for them to get paid a stipend once their materials are reviewed for content, accessibility, etc. A few teams are a bit behind, but most teams are in the review process.

## **7) ASCCC OERI UPDATE**

- a)** Sheila sent a campus email with resolutions that OER is bringing to ASCCC. At our next meeting, she requested the resolutions be put on the next agenda. Sheila, in her capacity as a delegate, will be voting. There are webinars available as well, she asked that the committee share with their respective divisions.

## **8) RHC LIBRARY OER UPDATE**

- a)** Brian is updating the library research guide to include more of the ASCCC resources. This item will continue to be in the consecutive agenda.
- b)** Delmis requested that we include all the divisions in the consecutive agendas.

## **9) RHC ACADEMIC SENATE UPDATE**

- a)** David, Sheila, and Erin are on the Academic Senate. There is always an OER committee report, Sheila asked who from Academic Senate will provide the next report?
- b)** Erin volunteered to make the report.
- c)** Lucha asked why the committee Chair does not make the report? It was clarified that unless the OER committee Chair receives release time or is a senator, it is unlikely for the Chair to make reports to Academic Senate.

## **10) ANNOUNCEMENTS: ADJOURNMENT**

- a)** Committee meetings will continue to meet at 12:45 pm. The next meeting is on December 4, 2021.
- b)** Meeting adjourned at 2:00 pm.