



Open Educational Resources Committee

MINUTES

October 7, 2021

1:00 pm-2:00 pm

Zoom

Link: <https://cccconfer.zoom.us/j/94986727372>

Mtg ID # 949 8672 7372

- I. Approval of OER minutes for
 - a. Revised May 2021 - May 6th minutes approval - Erin motioned to approve the minutes. David second. Approved, majority vote.
 - b. Sept. 2, 2021 - Sep 2nd minutes approval – changes on Friday webinars to 10:30 am- 11:30 am per Michelle Pilati.
 - c. Update - Political science and psychology disciplines are already filled.
 - i. Motion to approve by Erin Irwin. Second by Sheila. Majority approved.
- II. OER Chair Report
 - a. AB361
 - i. In order to be in compliance with this, the committee must vote monthly to meet over zoom or in person.
 - ii. The motion to continue to meet via zoom/teleconferencing due to state of emergency.
 1. This means: The state of emergency continues to directly impact the ability of the members to meet safely in person; or state and local officials continue to impose or recommend measures to promote social distancing.
 - a. If either of the above are a “yes” and the above circumstances exists, the committee can vote to continue the meetings via zoom/teleconferencing.
 - i. Motion to continue to meet via zoom/teleconferencing due to state of emergency
 1. Karen moved, second by Delmis to continue meeting via zoom- motion passes
 - b. The purpose of the committee: discuss trends in higher education, (pg. 32, Governance Manual 2020-2022 see attached page below).
 - c. We do not have a classified representative on the committee as listed. Wendy proposed to ask Dorali. Sheila mentioned prior revisions in the governance manual were made without informing the committee.
- III. OER Research Guide Update - Brian Young
 - a. Brian developed the OER LibGuide (<https://libguides.riohondo.edu/oer>) when he joined the committee last year to serve as a quick reference on what is OER, resources, and how to find resources available at RHC.

- b. Sheila recommended including ASCCC resources (webinars, [website](#), ZTC funds, etc). There is an initiative to create OER Canvas courses. Achieve, a nonprofit organization meant to evaluate OER materials. Most of the information is for faculty.
- c. Brian is open to ideas on how to make the libguide relevant to students.

IV. Committee Member Updates

- a. Arts and Cultural Programs – Sheila Lynch
 - i. Brian is the Library liaison working with the division to represent OER.
- b. Behavioral and Social Sciences – Lizette (Lucha) Arevalo
 - i. Lucha – A faculty member in the BSS division expressed that the ZTC form needs to be more user friendly.
 - ii. Mike - Michelle, Mike and Sheila are working on making the ZTC form online. It is something that can be done easily. It will allow Markelle to track the ZTC courses on campus.
 - iii. Michelle- They are trying to figure out the best way to do this. There is an additional level of complexity with ordering textbooks. The bookstore is supportive and responsive with the proposed changes.
 - iv. Sheila – the online form that Albert (PHP form) is able to make allows the information to get routed to different sources, therefore, people who need the information can have access to it. 2017 was the year when ZTC first began, but it is now time to update the form and make it electronically.
- c. Business – Shin Liu
- d. Career and Technical Education – David Lindy
- e. Communications and Languages – Wendy Carrera
 - i. Wendy - There is verbiage in curriculum that allows for OER to be identified in the textbook section. (See copy below)
 - ii. Sheila – art history courses have been doing this for a while. You list the commercial textbook, then state that there is an OER textbook that is equivalent.
 - iii. Mike – repeated what Sheila mentioned to confirm that it does exist. “How to Cite OER resources” that provides examples of how to cite the use of OER in Course Outline of Record.
 - iv. Erin – every time courses are updated; this information should be added to support OER.
 - v. Wendy – we should announce in our divisions updated course revisions to include OER citations if relevant.
 - vi. Sheila – not all OER textbooks have an ISBN.
 - vii. Delmis – wants to continue this conversation to be informed on how to inform their division. She expressed this to be on the November agenda as a discussion item.
- f. Counseling – Delmis Alvarado
- g. Kinesiology, Dance, and Athletics – Jessica Kondrath
- h. Library – Brian Young
- i. Math, Science, and Engineering – Erin Irwin
- j. Health Sciences and Nursing – Karen Gottlieb
 - i. Their publishing companies provide more than books; therefore, their division is reluctant to adopt OER.
- k. Public Safety and Administrative Justice – Ygnacio (Nash) Flores
- l. Classified Representative (appointed by CSEA) - Vacant
- m. Dean of Library and Instructional Support – Michael Garabedian
- n. ASRHC Representative – Esmeralda Cazarez
- o. QFE Discussion - Sheila would prefer that this item is brought up close to the top of agenda items so that we make time for this discussion next time.

- V. OER Development Initiative Update
 - a. Sheila is currently doing this solo because other folks are no longer participating. Sheila has met regularly with the 9 groups. The next meeting will be to “clean up” a few things. Publishing will not happen until reviewers are hired. Some are piloting OER in their respective courses to make revisions before publishing.
 - b. Erin is part of one of the teams. It was a lot of work.
 - c. Sheila recognizes how it is a lot of work.
- VI. ASCCC OERI Updates
 - a. Michelle – new proposals are underway for the next year. Working to align ZTC pathways, update and increase the availability of OER. The chancellor’s office is likely to make colleges identify where they have ZTC pathways. They want to make it so that it is as easy and no different than adopting a commercial textbook.
- VII. RHC Academic Senate Update
 - a. Michelle – same as before.
- VIII. Chair Position
 - a. Wendy mentioned she will no longer be able to serve on the committee nor fulfil her role as Chair.
 - b. Sheila – asked Delmis if she was interested in chairing the November meeting, Delmis declined.
 - c. Karen offered to be a substitute Chair for the November meeting.
 - d. Elections for an OER chair will be held in November.

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