# OER Committee Meeting Minutes

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| MEMBERS   * **Chair**: Walter Butler * **Bookstore**: Lea Nava, Leslie Thompson * **Counseling**: Lily Tran * **Distance Ed**: Leslie Tirapelle * **DSP&S**: Alex Marositz, Mark Sakata * **Language & ESL**: Laura Godio, Manuel Sanchez * **Math & Computer Science**: Jose Castanon, David Matthews * **Natural Sciences**: Susan Bower * **Noncredit**: Teresa Deukmedjian, Sarey Torres * **Social Science**: Julie Kiotas, Linda Stroud, Thea Alvarado | NOTES |

Date | time 11/29/2017 12:00 PM| Location Library – Orientation Room

Resources:

* OER Website: <http://libguides.pasadena.edu/oer>
* Cool4Ed (CCC / CSU / UC OER): <http://cool4ed.org/>
* CCCCO OER: <http://extranet.cccco.edu/Divisions/AcademicAffairs/OpenEducationResources.aspx>
* CCCOER: <http://cccoer.org>

Members Present

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* **Bookstore**: Lea Nava, Leslie Thompson
* **Counseling**: Lily Tran
* **DSP&S**: Alex Marositz
* **Language & ESL**: Laura Godio,
* **Math & Computer Science**: Jose Castanon, David Matthews
* **Noncredit**: Sarey Torres
* **Social Science**: Julie Kiotas

Guest: Academic Commission, Madeline King

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| TOPICS | TIME |
| Introductions | 12:00 – 12:05 |
| Current Grants: Updates (AB798, ZTC Planning, ZTC Implementation)   * ZTC Planning grant has ended * ZTC Implementation funding has yet to be released. Grants start January. * AB798: ends May 2018. Must spend funds.   Ideas for spending:   * End of the year faculty recognition event end of May or June 1st. Friday preferred. * Early spring semester: networking-type event for interested faculty   Get data on success/retention rates for adopting faculty to compare to previous enrollment. | 12:05 – 12:15 |
| Winter & Spring Schedule: Review listed courses  Reminder that Spring sections need to be reported.  International students are not allowed to take online classes during Winter and Summer session due to immigration regulations. This caused confusion during registration for ZTC classes. | 12:15 – 12:30 |
| Department Updates/Future Workshops?  Noncredit: Spring semester: more response, increase in ZTC offerings. PD request / follow-up with Dr. Bell.  DSP&S: Registration focus with ZTC. Fall requests – math assistance. Accessing textbook through OpenStax site: accessibility in general. Some fixes had to be done.  Math: OpenStax 125/ 131. Assisting instructors with Canvas.   * 131: Created a master Canvas course so that instructors can copy over. The books have typos. Google form set up for students to report the errors. * Accessing the book problems – students don’t know that the book is available on Canvas. Instructors need to be reminded. * Instructors are happy that they have a hardcopy of the text to work from. * Training needed for part-time/adjuncts. Students need their own training on accessing the textbook. Canvas training for adjuncts. * Math Analysis I and II course: OpenStax. Two more faculty might move over. * 125/131 and Math Analysis: The book is downloadable in Canvas. The book is sectioned by module/chapter, so that students don’t have to download the entire book each time. * MyOpenMath went under a transformation with Lumen – may have a paywall now. Need to figure out alternative for homework assignments/activities embedded in Canvas at no-cost.   Bookstore:   * Status NT/OER = new designation. If the instructor has put it so on the textbook form. This will appear on the website if there is no textbook and they marked “OER”. * If there is an OER textbook (ie: OpenStax title), the title will display on the website with OER as part of the title. * In addition, when students go to the bookstore there will be a shelf-talker label. Shelf-talkers set up: See instructor.   Counseling   * Going to check in with the attribute knowledge. * Most of the Counseling courses should be ZTC. Will work with Myriam and Armando about getting them labeled appropriately. * Counseling retreat Dec. 18th / 19th. Desiree is in charge of the retreat – reach out to her. * Starfish: All faculty will be loaded in the system. If you want to be part of the pilot, let Lily know. How could this be used for OER/ZTC classes? Should we market to the ZTC instructors? Provides an additional layer of data.   + Students are flagged for attendance/performance concerns and emails are automatically sent to the students. A referral for additional support can also be assigned through Starfish, which brings a counselor in via email.   + Starfish is accessed through Lancerpoint and Canvas. Piloted with a set of instructors this Fall. Hidden under Sections within Navigation – needs to be turned on.   + Can create a flag related to textbook access.   Languages   * Interest has increased. Instructors are still exploring how to integrate resources. * Copyright is still a question/gray-area with the faculty.   Social Sciences   * Adoptions continue | 12:30 – 12:50 |
| Wrap-up  No meeting until Spring Semester.  Walter will send out a poll in late January to determine what day/time will work (stay tuned).  As a note: The Open Education Initiative released Canvas shells for all OpenStax textbooks in the Canvas Commons. Search using “open education initiative” to find them. | 12:50 – 1:00 |