



**Guided Pathways Pillar Team Four
Minutes for Friday, April 26, 2019**

1:00 pm – 3:00 pm
Communications 104

Meeting Participants

Committee Members Present

Alison Airhart, Beatriz Sarabia-Payan, Brian Thompson, Deanna Gamboa, Gary Williams, Jin-An Dunning, Jorge Perez (co-chair), Marvin Gabut, Oscar Espinoza-Parra (co-chair), Prudence (Chace) Bailey, Robert St. Juliana.

Committee Members Not Present

Beth Allan-Bentley, Giselle Woo, Kim Dozier

Guest(s)/Non-Voting

David Dominguez, Sara Butler, Monica Lopez, Florante Roa

Recorder

Patricia Espinosa and David Dominguez

Meeting Minutes

1. Call to Order/Roll Call

1.1 Call to Order Details

The meeting began at 1:08 p.m. Quorum was present

2.1 Approval of Agenda Discussion

Approved as submitted.

2.2 Approval of April 5, 2019 Minutes Discussion

Moved by Jin-An Dunning, Second by Brian Thompson

2.3 Brief Reports

A) Assessment

- Jorge Perez mentioned they pulled data from the survey available on the website and shared the following:
 - The plan is to survey students as they enter and exit COD, a timeline is TBD as to when to administer this survey.
 - The subcommittee intends to survey faculty as well. The survey questions are currently being developed and any recommendations are welcomed.
 - The tentative plan is to present surveys to students at the Transfer Recognition Ceremony and sometime during the Fall Flex presentation to faculty.

B) Cost Effective Text Books.

- Oscar Espinoza-Parra welcomed Sara Butler to speak on her experience using open educational resources for instructional use.
- Sara Butler commented the following:
 - She adopted OER through "OpenStax" in Fall/2017/Spring 2018 and is currently still using this approach in her courses and has encouraged adjunct faculty to do as well within her discipline.
 - She made the transition to OER in one summer, and has found it to be beneficial for her as well as for the students.
 - She conducted a small sample size survey in 2017/2018 and the results showed positive feedback, cost saving for students and no negative effects on class completion.
 - Not all subjects and/or disciplines are currently available with OER
 - Sara and the committee agreed that if we bring awareness to this idea through an equity gap lens and data to support OER, faculty perhaps would be more willing to experiment with this option.
 - In addition, she commented on ideas to collect data from the research office for utilizing a targeted approach to the eligible disciplines.
- Jin-An shared that she is aware of plenty of data currently available to support implementation of OER and how this can help address the concern of closing the equity gap.
- Oscar Espinoza-Parra presented the **Faculty Stipend Proposal** (see handout). The committee reviewed the document and made the following comments and suggestions:
 - Sustainability – members felt the need to push for more long-term use vs. just using OER for two terms. However, the goal is through this proposal, to have faculty experiment with OER and ultimately prompt to adopt it permanently. Faculty can make that decision based on preference.
 - Oscar shared we would start with a sample size of 65 stipends and we are asking for \$45,000.00 to start from the steering committee.
 - Members reviewed the requirements and suggested that more clarification is needed as to how many courses can be submitted for stipends and how the 50% cost saving would be calculated.
 - Limits to be listed before final submission, members suggested 2 courses per faculty.
 - The Dean will have it ready by the next steering committee meeting.

C) Support of Work Experience

- Prudence Bailey and Brian Thompson shared the following:
 - The group has no new updates.

- They continue to explore opportunities to incorporate work experience into new programs and standing programs.
- The group is considering creating a proposal for the Flex presentation to bring awareness and faculty involvement for both CTE and Non-CTE.

2.3 Conclusion

- Oscar ask if the committed would approve a stipend for Sara Butler to assist with future OER presentations to faculty, it was approved.
- Members approved proposal (B), pending the above amendments.
- Break-out Groups began at 2:19pm

2.3 Follow-up Items

2.3 Task of

2.3 Due by

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Oscar recommended for the Assessment Subgroup to contact Scott Cooper to coordinate the student survey during the Transfer Recognition Ceremony	Jorge Perez and/or Assessment Subgroup	Not mentioned

2. Good of the Order

- Oscar: a reminder that Flex presentations will be from 12:00 – 2:00 p.m. at the Indio Campus. 30 minutes will be granted to Pillar 4 and 10 minutes will be granted to each subgroup for presentations. A flex proposal has been submitted (see handout).
- Oscar and Jorge: Committee was informed that Friday, May 17th meeting would be cancelled.

3. Adjournment

Adjournment at 2:33 p.m.

4. Next Meeting

Friday, May 3rd, 2019

1:00 pm – 3:00 p.m.

Communications 104

Guided Pathways: Pillar 4 Team

Cost Effective Textbooks/Open Educational Resources Subcommittee

Faculty Stipend Proposal: Free or Reduced Cost Textbooks Project

The Guided Pathways IV subcommittee proposes to provide financial incentives to encourage faculty to adopt flexibly licensed zero or low-cost textbooks, commonly referred to as open education resources (OER). This initiative is part of an effort to bridge the equity divide that hurts students who cannot afford the high cost of traditional textbooks and other instructional materials.

We are proposing one of two options to incentivize faculty adoption of OERs:

Option A:

\$100	Review material for a course in consideration
\$250	Adopt one or more free or inexpensive textbooks in the course
\$150	Obtain sustainability financial incentive if the faculty member continues to utilize free or inexpensive textbooks in the course

Option B:

\$500	Course implementation
\$250	Sustainability

Faculty members who are interested in participating in this program will be required to email the coordinator of the initiative and submit an application package. This package will include:

1. A form that requires the:
 - a. Course title: The course title is the descriptive name of the course.
 - b. Section Number: Every class is identified by a 4-digit section number.
 - c. Course code: The course code identifies the department and course level.
 - d. Units: This is the number of credit units that will be earned by completing the course.
 - e. Current textbook: This should include the title, author, ISBN, publisher, and cost of the current book(s) at the COD bookstore.
 - f. Proposed textbook: This should include the title, author, ISBN, publisher, and the cost of the OER textbook(s).
 - g. Percentage of the amount saved by the students on textbook costs. To qualify, the reduction in out-of-pocket textbook expenses for students for the course must be at least 50%.
2. A copy of the revised syllabus listing the new reduced cost textbook(s).

In addition to the financial incentives, interested faculty will be provided training and guidance on what constitutes an open education resource, finding materials, selecting quality textbooks, and adapting resources for a specific course.

The committee is requesting that Guided Pathways provide the funding for this initiative in the following amounts:

1. \$45,000 for faculty stipends will fund 65 faculty members to participate in this initiative.
2. \$5000 for the creation of student and faculty resource
3. \$1,000 to conduct training and host meetings
4. \$4000 Website and video creation

The Guided Pathways IV subcommittee appreciates the consideration of our proposal. Please direct any questions or concerns to _____.

College of the Desert Flex August 2019 Proposal

Presenters: Dr. Oscar Espinoza-Parra
Jin An-Dunning
Beatriz Sarabia Payan
Beth Allan-Bentley
David Dominguez
Deanna Rallo

Presentation type: Faculty information

Session description:

Food or textbooks. No student should ever have to choose between basic human necessities and educational resources. Yet, all across Coachella Valley, our students are making painful decisions that can impact their education, quality of life, or health. In this session, you will hear direct testimonials from College of the Desert students on how the exorbitant price of textbooks has affected their lives. As part of this session, learn how faculty members can adopt free or low-cost textbooks to improve student outcomes and the process for those who have adopted these resources. Participants will become educated on the financial incentives offered to COD faculty as compensation for exploring or adopting open education resources.

Technology Needs:

Ability to use PowerPoint and microphones for presenters

Proposed Length of Session: One Hour