

## **ZTC (Zero Textbook Cost) and OER (Open Education Resources) Coordinator Description**

In consultation with the Textbook Affordability Taskforce, the Academic Senate and the Office of Instruction, we are pleased to announce the position of ZTC and OER Coordinator.

### **General Position Description**

Under general direction of the Dean of Academic Support and Learning Technologies, perform outreach to increase faculty awareness and adoption of OER/ZTC course materials. This can include conducting workshops, designing marketing materials, and creating online videos and guides for faculty and students to increase knowledge of OER and ZTC. This position will work with faculty to identify OER and other textbook resources for their courses and expand the online guide for OER resources; evaluate and assess effectiveness of OER resources used in courses, and assess student and faculty attitudes towards OER and ZTC using surveys, focus groups, and quantitative data.

Duties of the ZTC and OER Coordinator (.5 re-assigned time fall, .5 re-assigned time spring)

- Collaborate with the college DEAC to increase use of OER/ZTC resources in online courses
- Chair Textbook Affordability Taskforce: (meetings are 1 x month). Create agendas and manage participant communication
- Meet regularly with ASLT Dean to track progress towards college and district goals (as needed)
- Lead trainings and workshops on issues related to OER and ZTC; collaborate with Flex Day coordinator to provide related professional development opportunities as part of the flexible calendar
- Represent the college in district-wide OER/ZTC planning and discussions; provide leadership for identified priorities and outcomes included in the Free College Initiative
- Perform outreach to campus community to increase knowledge of OER and other alternative cost-saving materials (such as Library databases)
- Support faculty to identify OER materials and encourage faculty adoption based on specific needs
- Use surveys, focus groups, and other methods to evaluate and assess effectiveness of OER resources used in courses and student and faculty attitudes towards OER and ZTC
- Coordinate with the Skyline and CSM OER representatives in relation to District-wide policies (about 1 x semester)
- Report out to Academic Senate: (about 2-4 x semester)
- Other duties as assigned and agreed to by the Academic Senate.

**Desirable qualifications include:**

- Experience with using or developing OERs
- Knowledge of how to locate OERs in a variety of subjects
- Experience providing workshops to faculty
- Experience with marketing and outreach

<b>Hours</b>	18.75/week
<b>Compensation</b>	7.5 unit reassignment (.5 FTE), Part-time faculty paid hourly (non-instructional load rate)
<b>Term</b>	2 years, renewable

**Application**

Review the duties and desired qualifications listed below. Answer the following two questions in approximately one page.

1. What interests you in serving as the ZTC and OER Coordinator and what is your experience with using or supporting OER?
2. Describe two of the most frequent challenges faced by faculty members who are new to OER and how you would address them.

Academic Senate will review complete applications; finalists will be forwarded to the Vice President of Instruction.