

Textbook Affordability Subcommittee Meeting Minutes for 17 February 2026, 1-2pm, via [Zoom](#)

Attendance

- Present: Sarah Harmon, Jai Kumar, Carlos Luna, Nada Nekrep, Marina Noel, Diana Tedone-Goldstone
- Absent: Amira Alkeswani, Anniqua Rana
- Guests: Paul Gaskins, Katie Harrar

Agenda

- I. Introductions and Welcome (5 minutes; Information)
- II. Updates (10 minutes; Information/Discussion)
 - a. CCCCCO ZTC Grant Updates
 - i. Cañada's grant work has been moving along. More news in March.
 - b. Updates from CCCCCO
 - i. None
 - c. Updates from the OERI
 - i. Since we don't have an OER Liaison, there isn't much to report. Sarah has been attending some of the webinars, but doesn't have OERL-specific information.
 - ii. If any faculty would like to step in for Spring 2026 as OERL, please let Sarah and Diana know. There is a \$600 per semester stipend.
- III. Open Education Week 2026 (15 minutes; Information)
 - a. SMCCCD TASW Plans
 - i. [SMCCCD OpenEd Week website](#) is being updated, including information on our events plus other events from around the open educational world.
 1. Kick-off: "The State of ZTC in SMCCCD" on Monday, 2 March, 12-1pm, via [Zoom](#).
 2. "Opening Doors: Skyline College Faculty Talk about Using Affordable Course Materials" on Monday, 2 March, 2-3pm, via [Zoom](#).
 3. "Lighten Your Load: Using AI Tools to Enhance OER" on Tuesday, 3 March, 12-1pm, via Zoom (link forthcoming).
 4. "An Open Introduction to Film: Lessons from a NotebookLM Case Study" on Wednesday, 4 March, 11am-12pm, via [Zoom](#).
 5. Keynote: "IDEA Framework and OER: A Conversation with Prof. Tiffany Lanoix" on Wednesday, 4 March, 12-1pm. [Register](#) to attend and get notified of the recording.
 6. "Student Voice: Results from the Fall 2025 Affordable Instructional Materials Survey" on Friday, 6 March, 12-1pm, via [Zoom](#).
 - b. Cañada events
 - i. Library display with information on OER and other ZTC materials.
 1. Idea #1: Add something interactive to teach folks about these materials. (Sarah will work on this with Tania in the Library.)
 - ii. Idea #2: Tabling at the Grove. Diana and Sarah will lead, with help from others as needed
 - iii. Idea #3: Canvas Global Announcements to faculty and students about OER/ZTC (TASW was considering this; Sarah will forward to TASW.)
 - c. [Faculty voice Padlet](#) and [student voice Padlet](#)—include these in the display, Grove tabling, Canvas global announcement.
- IV. District-wide revamp of ZTC Program Awards (30 minutes; Information/Discussion)
 - a. Updated [Cañada ZTC Course Conversion Professional Development Plan](#) (view-only link), based on the work of TASW in response to required changes. This work was started in Fall 2025 and finalized by TASW in terms of the types of activities and amount of compensation.
 - b. Required updates:
 - i. Each college's ZTC program is required to switch to an hourly-based compensation model (paid by special rate) to comply with Payroll practices and reporting to CalPERS/CalSTRS.

- ii. TASW agreed upon maximum caps on hours for certain types of activities and training to help with budgeting.
 - iii. TASW agreed on the training modules for micro-courses and courses, including college- and district-specific Canvas courses and external training courses.
 - iv. TASW agreed on time ranges for remixing, adaptation and authoring projects, with the last one being funded through grant applications.
 - c. Overall unveiling of the new district-wide agreements will come during Open Education Week's SMCCCD Kick-off event.
 - d. TAS: Make comments in the [edit-allowable link](#) (Track Changes enabled) before March's meeting. (Sarah will also present it to Academic Senate, PDPC and IPC.)
 - e. Resources: [SKY ZTC Early Adopters Program](#), [CSM OER/ZTC Training website](#),
- V. Adjourn

Important links

- [Textbook Affordability Subcommittee website](#)
- [Textbook Affordability Subcommittee SharePoint site](#)
- [OER/ZTC LibGuide](#)
- [SMCCCD OER/ZTC Website](#)
- [ASCCC OERI Website](#)

Next meeting: 17 March 2026, 1-2pm, via [Zoom](#)

Focus: Controlled Digital Lending and supporting students and faculty