Cañada College

ZTC Early Adopters Program

CATEGORY 1 PROPOSAL APPLICATION—ADOPTION

Cañada College is committed to improving access and educational success for our students. Cañada College is seeking proposals for high-impact projects that support the use of open educational resources (OER) or Zero Textbook Cost (ZTC) materials as an alternative to traditional published textbooks. The focus of the ZTC Early Adopters Program is to increase the number of open textbooks and electronic Cañada Library resources used at Cañada College in an effort to reduce students' costs associated with textbooks and help address college affordability for students. Please use this form for proposals that focus on adoption of an existing OER/ZTC to replace a traditional textbook.

Project Description
Category 1: Adoption of ZTC/OER course materials
This includes the identification of existing ZTC and/or OER materials that would be suitable for the course under consideration; reviewing those materials to ensure they are in line with course outcomes and student success, and have the quality and rigor to maintain the integrity of the course; and selecting and adopting the ZTC or OER Material. The award for Category 1 ZTC/OER Textbook Adoption is $500 per Faculty for a single course.

Contact Information	
Applicant Name:	
Full Time/Adjunct:	
Email Address:	
Telephone:	

Proposal Evaluation Criteria Category 1: Adoption

- Preference given for adoption of OER material and replacement of a traditional textbook with OER.
- Analysis of anticipated cost savings to students. High-enrollment course preferred.
- Expertise in the course content. Project narrative and goals clearly defined.
- Assessment plan and methodology clearly defined.
- Timeline of Project plan and implementation.

ZTC/OER Implementation Date

Summer 20____ ☐	Fall 20____ ☐	Spring 20____ ☐

Course Information

Course Number	*Course Title*	*Department*	*Division*	*Course Format*
				☐ Hybrid ☐ Face-to-face ☐ Online

Current textbook title(s) that the OER/ZTC will replace:	ISBN #	Cost (Newest edition)
		$
		$
A. **Total** cost of the current textbook(s) that will be replaced by the ZTC/OER.		$
B. Average number of students per section for this course		
C. Number of sections of this course taught by the applicant each academic year (fall, spring and summer)		
Annual anticipated savings to the students (A x B x C)		$

1. Briefly describe your ZTC/OER curation and adoption project. What do you plan to do and why? Project description should include; project goals, outcomes (deliverables), and assessment plan. Limit to 1000 words.

2. Briefly describe your Assessment plan and methodology. (This is to help you think through your planning.)

3. Project Timeline: Describe the milestones and dates for completion. ZTC/OERs must be adopted within 2 semesters of project completion to qualify for the award.

Date	Project task or activity to be completed

Participation Requirements

If selected, awardees will commit to the following:

- Meet with the ZTC/OER Coordinator (Sarah Harmon) at the beginning, middle, and end of the project. These meetings ensure finalization of the project plans, sharing of best practices, and addressing of barriers to student success.
- Teach the course using ZTC and/or OER in all assigned sections.

The College will provide the awardees with the needed support to help develop and implement their projects through activities such as but not limited to:

- ZTC/OER discovery and curation;
- Face-to-face workshop(s) and training as applicable.

Deliverables and Outcomes for Recipients

☐ Course map including SLOs, course modules, and URLs for all ZTC and/or OER adopted course materials.

☐ Publication of authored OER(s) with an open (Creative Commons) license in an open, editable format (e.g., Pressbooks) (if necessary).

☐ Storage of the OER in an open repository (e.g,. OERCommons or LiveBinder).

☐ Created and remixed OER will follow the guidelines in the BC Open Textbook Accessibility Toolkit (if necessary).

☐ Meetings with the ZTC/OER Coordinator (Sarah Harmon) during the project.

Signatures

Applicant Name:	Signature:	Date:
ASLT Dean Name:	Signature:	Date:
Vice President of Instruction Name:	Signature:	Date:

Please submit your completed form to the OER/ZTC Coordinator, Sarah Harmon (harmons@smccd.edu) and the ASLT Dean, David Reed (reedd@smccd.edu).