

OPEN EDUCATION RESOURCES AND ZERO TEXTBOOK COST COMMITTEE MEETING

DATE:

11/19/2025

TIME:

1-2:00 pm

LOCATION:

70-173 or Zoom

AGENDA AND MINUTES

1. Approval of 9/17 and 10/15 meeting minutes
 - a. The committee approved 9/17 and 10/15 meeting minutes
2. ZTC how-to guide for faculty
 - a. The committee discussed developing a how-to guide for faculty who teach ZTC courses. The guide would include information like the types of resources instructors can use and maintain their ZTC status, copyright information, and accessibility information. The final product will likely be part of the ZTC and OER college website. Adelle and Lara agreed to work on this, and Holly will beta test.
3. Flex week proposal
 - a. Adelle and Zayden will work on a flex week presentation for January on Universal Design for Learning (UDL) and OER.
4. Brainstorming a new ZTC verification process, update from meeting with Ed Services
 - a. Zayden provided an update from the meeting with Ed Services, IOPS, OER ZTC committee members, and the chair of the Chairs & Coordinators Committee. Ed Services informed us that the systems that are in place now do not support any more automation in the ZTC markings process in the online schedule or line sheets. We briefed IOPS and Ed Services on the current process and the challenges that we face as a committee related to verifying ZTC status in the line sheets.
 - b. Zayden developed an asynchronous brainstorming for further committee ideas and collaboration.
 - c. A committee member alerted the group that some course instructors are making test questions based on suggested readings, not the OER that they say they are going to use. This is not allowed if they have ZTC markings on their course.
5. Implementation grant spending plan discussion
 - a. Zayden shared the implementation grant spending plan and the committee discussed options for how to spend the funds. Suggestions included: hiring a guest speaker to give a workshop on libretexts apps like Adapt and supporting Grossmont faculty to give a workshop on how they use MyOpenMath.
6. Burden Free Access to Instructional Material Board Policy update

- a. Zayden, Lara, and Nadra met with Sharon Sampson and have a plan to move forward. There will be a call out at academic senate to form a group to do some data gathering and drafting the board policy. They will keep the committee informed on developments.
7. December meeting
- a. Zayden will send out a poll.

CHARGE

The Open Education Resources and Zero Textbook Cost Committee (OERZTCC) reports to the Academic Senate. The OERZTCC provides a forum for OER and ZTC awareness, adoption, and support for faculty and students. The committee provides recommendations, guidelines, and standards (including accessibility) for the integration and sustainability of OER, ZTC, and low textbook cost (LTC) materials. The committee ensures that ZTC/LTC is clearly indicated in the class schedule for students. Ultimately, the OERZTCC works to eliminate barriers to education, increase equity, and improve student outcomes.

MEMBERSHIP

Zayden Tethong, OER ZTC Committee co-chair

Nadra Farina-Hess, OER ZTC Committee co-chair

Holly Reed, AHN (Allied Health and Nursing)

Ericka Banda, Counseling

Hadeel Yaqoub, ESBS (English, Social, and Behavioral Sciences)

Irene Palacios, MS (Mathematics, Natural Sciences, Exercise Science and Wellness)

Ondrea Mesquita, IOPS

Tate Hurvitz, GCCCD Administrators Association

Adelle Roe, OTLC Committee liaison

Lara Braff, ASCCC OERI Representative

Henry Cohn-Geltner, ARC (Accessibility Resource Center)

Alessandra Velasco, ASG (Associated Students of Grossmont)

NEXT MEETING

February 4, 2026