OPEN EDUCATION RESOURCES AND ZERO TEXTBOOK COST COMMITTEE MEETING

DATE:	TIME:	LOCATION:
2/4/2026	1-2:00 pm	70-173 or Zoom

AGENDA

1. Approval of 11/19 meeting minutes
   a. The committee approved the 11/19 meeting minutes.
2. *ZTC how-to guide for faculty update – Adelle, Lara (item carried over to next meeting)*
3. Flex week update – Adelle, Zayden
   a. Zayden provided an update on the OER and UDL presentation given during flex week with Adelle. There was high attendance and positive feedback during the session.
4. New ZTC verification process update – Zayden
   a. Zayden showed the committee a new spreadsheet that shows consolidated ZTC and LTC verification for instructors at Grossmont. This new spreadsheet will be used in the new process involving department chairs that will start in Fall 2026. Next week she will meet with IOPS and faculty chairs to fine tune the new process.
   b. Holly inquired about the bookstore list that Michael Gilcrest sends campus-wide and the use of "ZTC" in that spreadsheet. The markings are often inaccurate for ZTC and are confusing. Additionally, if not caught before the data is put in the bookstore website, it can give students inaccurate information about the ZTC status of their course. Tate will look into who can help us start a conversation about this with the bookstore.
5. FA26 line sheet committee review
   a. The FA26 line sheet review will begin at the end of March. The review window unfortunately falls during spring break, however, with the consolidated spreadsheet we anticipate this review will be smoother and quicker than last term. Details on the adjustment to the committee review process are forthcoming.
6. Implementation grant spending plan update—Zayden, Henry
   a. The committee discussed options for spending the implementation grant funds we have remaining. Some ideas included: faculty training workshops about OER, OER and Accessibility workshops, and Creative Commons License courses.
   b. Announcements at department meetings may garner the most interest and help build rapport between the committee and instructors.
7. Burden Free Access to Instructional Material Board Policy update

a. We are waiting for the Academic Senate call-out for forming a small group.

8. *ZTC LTC OER website update (item carried over to next meeting)*

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 18, 2026