

## **Affordable Educational Materials Subcommittee**

### **Co-Chairs:**

- One Member Chosen from Existing Membership
- Faculty, ASCCC OERI liaison

### **Membership\***

- Faculty, Library
- Faculty, ASCCC OERI liaison
- Distance Education committee member
- Faculty, Curriculum Committee
- Faculty, Liberal Arts, Business, Mathematics, areas
- Faculty, CTE program
- Administrator
- Bookstore manager
- Student Services faculty or representative
- Student representative

\*A member may represent multiple constituency groups.

### **Length of Term:**

Co-Chairs Two Years

Members: Indeterminate

### **How Selected:**

Members are appointed by respective shared-governance bodies.

Two co-chairs elected at the end of the previous academic year. One co-chair must have served on the committee for the previous academic year.

### **Committee Charge:**

The Berkeley City College Affordable Educational Materials Subcommittee (BCCAEM) is a Subcommittee of the Berkeley City College ("BCC") Academic Senate. Its mission is to recommend policies, practices, and procedures (1) about alternatives to high-cost textbooks, (2) to track and document the financial, enrollment, and academic impact of affordable learning materials on BCC's students, (3) and to provide opportunities to educate faculty, staff, and administrators about low and no-cost educational materials.

**Proposed Committee Functions:**

- Identify alternative strategies to reduce textbook and course material costs for students.
- Make recommendations that address textbook and course material affordability and accessibility, while respecting academic freedom.
- Educate students, faculty, and staff about alternative strategies to reduce textbook and course material costs.
- Encourage OER and low-cost material adoption and facilitate departmental and interdisciplinary sharing of materials.
- Ensure that faculty who have no cost associated with their courses have a ZTC icon in the online class schedule.
- Advocate for and review the allocation of resources dedicated to affordable educational materials.
- Work closely with the ASBCC to help communicate with and incorporate the suggestions of students into the work of the subcommittee.
- Develop objectives and timelines to accomplish actionable goals.

**Recommends to:**

Academic Senate

**Frequency of Meetings:**

Once monthly during the academic year.