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MEMORANDUM

To: CSU Presidents and Academic Senate Chairs

From: Steven Filling, Chair of the ASCSU
Meredith Turner, Assistant Executive Director, Chief Governmental Officer, CSSA
Gerry Hanley, Assistant Vice Chancellor, Academic Technology Services

Subject: AB 798 and the Open Educational Resources Adoption Incentive Program

RFP for up to \$50,000 to support faculty development programs for adopting free and open educational materials **Attn: Provosts**

Improving the affordability of a Cal State education continues to be part of CSU's strategy to provide "access to excellence." National and state surveys have indicated that one reason students take fewer courses is the cost of their course materials (e.g. textbooks). The CSU has been a champion of reducing the cost of course materials through its Affordable Learning Solutions Initiative (www.affordablelearningsolutions.org), and it is our pleasure to announce that the State of California has recently passed legislation that provides funding for campuses to support faculty and students choosing and using high quality, no-cost and low-cost course materials. This memo provides an overview of the funding opportunity, guidance for acquiring the funding, and upcoming support services that will help your campus be successful in acquiring the funding.

ABOUT THE LEGISLATION: The goal of the [College Textbook Affordability Act of 2015](#) is to reduce the costs of course materials for California college students by encouraging faculty to accelerate the adoption of high-quality, no-cost and low-cost course materials, especially Open Educational Resources (OER). The legislative strategy will be implemented through the OER Adoption Incentive Program which provides funding for faculty professional development focused on significantly lowering the cost of course materials for students while maintaining the quality of materials. As part of the legislation, the State of California has allocated \$3 million dollars for the program and each Cal State and California Community College campus can request up to \$50,000 for their campus program.

WHAT ARE OPEN EDUCATIONAL RESOURCES (OER) and WHAT ARE OUR CHOICES? OER are high-quality teaching, learning, and research resources that reside in the public domain or have been released under an intellectual property license that permits their free use and repurposing by others. You can find a wealth of OER at the California Open Online Library for Education (www.cool4ed.org), though you are not restricted to this collection of materials. You may also include other resources that are legally available and free of cost to students, such as your library's ebooks and ejournals, which are freely and legally available to all students. OER include, but are not limited to, full courses, course materials, modules, textbooks, faculty-created content, streaming videos, tests, software, and any other tools, materials, or techniques used to support access to knowledge.

HOW DOES YOUR CAMPUS ACQUIRE THE FUNDING? Your campus Academic Senate must complete two (2) requirements:

1. Adopt a resolution that states its support to increase student access to high-quality OER and reduce the cost of textbooks and supplies for students.
2. In collaboration with students and campus administration, create and approve a plan that describes evidence of the faculty's commitment and readiness to effectively use grant funds to support faculty adoption of OER.

These two requirements must be completed and submitted for review by June 30, 2016. For full details, review the legislation.

HELP IS AVAILABLE! WE WANT YOU TO SUCCEED!

- Appendix A provides an overview of the suggested information to include as well as requirements for the campus plan to support faculty adoption of OER/no/low-cost course materials.
- We will be expanding the resources and support services on the California Open Online Library for Education website (www.cool4ed.org) by January 25, 2016. The resources and support services will include sample academic senate resolutions, sample templates for your proposal, easy access and discovery of OER, and more.
- We (Cal State University and the Online Learning Consortium) will be conducting a one-day conference/workshop series in Los Angeles to support Cal State University and California Community College campuses. This conference/workshop will take place **March 2, 2016** at the Crowne Plaza Hotel by LAX. Participants will learn about and discuss the following with colleagues:
 - The legislation (AB 798) and requirements for submitting proposals
 - The outcomes required for campus projects to receive the legislative funding, and many other benefits of a textbook affordability program on a campus
 - The tools, resources, and strategies for finding and adopting OER materials
 - Answers to questions that will help proposal development.

Other colleges and universities can attend the conference as well to learn about the policies, goals, and strategies for implementing a college textbook affordability initiative.

For more information about the conference, see:

<http://onlinelearningconsortium.org/attend/collaborate/losangeles-2016/>

- We will be conducting webinars in the Spring of 2016 to review the resources and services available.
- We will be distributing print and digital communications describing the opportunities and resources available.
- Members of the faculty-led [California Open Educational Resources Council](#) will be available to provide advice and guidance about OER. Leaders from California's higher education segments will also be in attendance to facilitate discussions.

- We will be sending out additional memos and communications via social media and an online community connected to the COOL4Ed website.

Thank you for your participation in this important initiative. We will continue to distribute information about support services in the spring of 2016. If you have questions about this program, please email cool4ed@cdl.edu .

cc: Timothy P. White, Chancellor
Loren Blanchard, Executive Vice Chancellor and Chief Academic Officer
Steve Relyea, Executive Vice Chancellor and Chief Financial Officer
Provosts and Vice Presidents for Academic Affairs
Vice Presidents for Student Affairs
Chief Information Officers
Directors, Academic Technology
Council of Library Deans
Managers, Campus Bookstores
Emily Magruder, Director, CSU Institute for Teaching and Learning
Directors, Faculty Development Centers

Appendix A:

Overview of Requirements for Campus Plan for Accelerating Adoption of Free and Open Educational Resources

Campus plan must include:

- Number of departments involved in the plan's implementation.
- Number of course sections where no-cost/low-cost open educational resources will be adopted.
- A contact person who will be responsible for:
 - The allocation of awarded funds in accordance with the proposed project
 - The reporting of outcomes of the project, in accordance with the RFP requirements
- Requests for up to \$1,000 per course section along with the total amount requested. The maximum request is \$50,000.
- Calculations describing how the campus will achieve greater than 30% cost savings in at least 10 course sections.
- Background on campus readiness to implement a college textbook affordability initiative.
- Description of how the faculty will learn about the California Open Online Library for Education and other existing OER. At their discretion, faculty may utilize appropriate resources for any of the 50 strategically selected lower division courses identified by the California Open Education Resources Council. See the Course Showcase at <http://www.cool4ed.org/courseshowcase.html>.
- Description of how the campus will provide access to OER materials for students, including how the campus will make hard copies of these materials available for students who lack access to these materials off-campus and make it possible for students with such access to print hard copies.
- Estimates of the percentage of cost savings for each course section calculated as follows:
 - The percentage of cost savings shall be the estimated decrease in the costs of books and supplies for a course section in the term resulting from the adoption of OER for that course section, divided by the costs of books and supplies for that course section in the preceding academic term with the typical courses materials (before OER was adopted).

NOTE: THE RFP WILL SPECIFY ALL PROPOSAL REQUIREMENTS AND PROVIDE AN EVALUATION RUBRIC. THIS OVERVIEW DOES NOT REPRESENT A FULL ACCOUNTING OF THE REQUIREMENTS FOR PROPOSAL FUNDING.

Deadlines and key dates:

- RFP will be available before February 1, 2016.
- June 30, 2016 - the deadline for a local academic senate of a campus of the CSU or the CCC to submit its resolution and plan to an online website (to be hosted by COOL4Ed).
- Within 60 days of receiving a campus' application, if the campus has satisfied all requirements, the California Open Educational Resources Council will make its grant award recommendations.
- No later than 30 days after the Council recommends the grant awards, the recommendations will be submitted to the Chancellor of the CSU. The CSU Chancellor shall award funding for grants to recipients (AB 798 has designated the CSU Office of the Chancellor as the administrative agent of the program). Funding for the California Community College campus grants will be transferred to the California Community College's Chancellor's Office for distribution to their campuses.
- By June 30, 2018, a campus may apply for a bonus grant equal to the amount of its initial grant if there is any funding remaining after the initial awards.