

Santa Monica College Academic Senate OER Committee

Open Education Resources Committee Meeting Agenda

Thursday, March 06, 2025
11:00 a.m.
LIB 275 (Conference Room)

I. Call to Order

II. Public Comments (2 min.)

III. Announcements/Chair Report

1. New OER Committee members.
2. It is Open Education Week and lots of [events](#) are going on.

IV. Approval of Minutes

V. Information Items

1. Press Books account is activated.
2. OER Canvas shell is ready to launch.
3. ZTC 2025 Allocation

VI. Action Items

1. Select a date for the OER Grantee celebration.

VII. Discussion

VIII. Adjournment

For all documents, visit www.academicsenate.com

Next scheduled meeting: Spring 2025.

Santa Monica College Academic Senate OER Committee

Meeting Minutes

11/20/24

11:31 AM

LIB 275 (Conference Room)

IX. Public Comments

X. Announcements:

- a. OER Grantee in-person workshop report.

XI. Approval of Minutes

- a. Moved by Eartha Johnson; seconded by Olivia Vallejo: approved by majority.

XII. Information Items

1. OER Grantee project challenges.
 - a. Some faculty are having a hard time finding OER in their subject. The library offered alternative sources, like e-books accessible through the library and free to students.
 - b. The OER Committee has set up an Office Hour form for grantees to request one-on-one assistance. Also, Walter is working on an OER Canvas Shell. Grantees can go through the self-paced modules to review what they learned at the workshop.

XIII. Action Items

1. Plan an end of the year celebration to recognize the work our grantees have put in to converting their courses to OER/ZTC. The committee suggested tapping the Social Committee, if still active, for a partnership. Victoria suggested hosting a zero-waste party with the assistance of her students.

The committee also suggested the party could be set up like a poster style session, so grantees could showcase their work.

2. Walter will investigate how to initiate the process for establishing an institutional copyright policy at SMC as it currently does not have one.

Motioned by Eartha Johnson; seconded by Sarah Leinen.

XIV. Discussion

1. OER/ZTC course tracking at SMC. It will be difficult to keep an updated list of OER courses because of the institutional reporting system not being the most accurate. The committee suggested building relationships with Department Chairs to help with tracking.

XV. Adjournment

- a. Meeting adjourned at 12:00 PM. Moved by Eartha Johnson; seconded by Olivia Vallejo; passed unanimously.

For all documents, visit www.academicsenate.com

Next scheduled meeting: April TBA.