

**ZTC 2025 Allocation Grant Funded
Open Education Resources – Faculty Call**

2025-2026 Fiscal Year

Assignment:

Applications are now open to full-time and part-time faculty members to adopt or adapt existing OER materials in their classes **(1) to support the creation of ZTC Pathways in Communication and Geography; (2) to support GE for transfer; and (3) to support Library Textbook Program (LTP) faculty in moving to OER.**

After consultation with OER Librarians about existing OER materials, selected OER faculty will receive **.5 units to adopt** OER in a single course **or 1.5 units to adapt** OER in a single course, with roughly 43.75 hours of work anticipated for each unit. If no existing OER materials exist, selected OER faculty will receive **3 units to create OER for a single course**. The term of the assignment is one semester—fall 2025 or spring 2026.

Submission Deadline:

Applications are accepted on an ongoing basis while funding is available.

Description and Scope of Work:

The 2021 Budget Act appropriated \$115 million in one-time funding to the California Community Colleges for the Zero-Textbook-Cost Degree (ZTC) Grant program. (Ed. Code, § 78050 et seq.) The program prioritizes the development of Open Educational Resources (OER) to “reduce the overall cost of education for students and decrease the time it takes students to complete degree programs offered by community colleges.” (Ed. Code, §§ 78051, 78052.) The Chancellor’s Office has released ZTC funds in several phases and has issued guidance memos that explain the funding opportunities and outline important information and available resources for program implementation ([ESS 22-100-005 Zero Textbook Cost Program](#), [ESS 23-04 Zero Textbook Cost Program Updates](#), [ESS 23-37 Zero Textbook Cost Program Additional Updates & Acceleration Grants](#) and [ESLEI 24-30 Zero Textbook Cost Program: Acceleration II, Impact, and OER Expansion Grants](#)).

In Spring 2025, the Chancellor’s Office provided an additional \$320,000 to support the recruitment of faculty to adopt and adapt discipline-specific materials to increase the availability of high-quality OER materials, as well as a sustainable, collaborative OER collection for instructor and student use.

Academic Senate, in consultation with departments and based on existing OER adoptions and the availability of OER, selected the following areas for OER adoption/adaptation: **(1) creation of ZTC Pathways in Communication and Geography, (2) GE for transfer ZTC pathways, and (3) support LTP faculty in moving to OER.**

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Faculty selected for this call will support the adoption/adaptation of OER materials in the 3 areas highlighted above.

Definition of Open Education Resources (OERs): 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 re-purposing by others. Open educational resources include full courses, course materials, modules, textbooks, streaming videos, tests, software, and any other tools, materials, or techniques used to support access to knowledge.

Definition of Zero Textbook Cost (ZTC): courses using Open Educational Resources (OERs), ebooks, readers or other instructional materials that are zero cost to the student.

Visit this library guide for more information on OER and ZTC: <https://libguides.marin.edu/oer>

After consultation with OER Faculty Librarians, faculty selected for this call will adopt, adapt, or create OER material.

Adoption of OER in a single course: All selected faculty will receive .5 units to integrate OER material in their course and will be asked to:

- Consult with OER Faculty Librarians to learn of available options
- Adopt an existing open textbook or other open course content as-is *in one course* without making any edits (in some instances, adoption will not be possible without major edits; see below)
- Provide evidence of adoption in selected course by end of award semester (for instance, syllabus, assignments, etc.)
- **Faculty adopting OER will receive a total of .5 units**

Adaption of OER in a single course: In some instances, adoption will not be possible without major edits to existing OERs. In these instances, faculty will receive one additional unit to:

- Edit an existing open textbook or other open course content already in use or remix more than one OER into a single course OER text *for one course*
- Consult with State Academic Senate OERI discipline leads to ensure we are not duplicating efforts across California
- **Faculty adapting OER will receive .5 units for adoption and 1 unit for adapting an OER text**

Creation of a new OER: If after consultation with OER faculty librarians and State Academic Senate OERI, it is determined a new OER text is needed, faculty member will receive an additional 2.5 units to:

- Create an entire new OER for one course that is published and accessible across California Community Colleges via statewide OER repository (e.g. COOL4ED, LibreTexts)
- Collaborate with Student Accessibility Services (SAS) to ensure ADA compliance

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- Work with OER Librarians to identify and apply Creative Commons (CC) licenses to OER materials
- Develop plans for how OER content will be updated and presented after grant funding is exhausted.
- **Faculty creating a new OER will receive .5 units for adoption and 2.5 units for creation.**

Eligibility Requirements:

To be considered for the available position applicants must:

- Teach in the following areas: (1) Communication or Geography; (2) GE for transfer; (3) Library Textbook Program.
- Be a full-time or part-time member at College of Marin with a current assignment
- Have received a satisfactory evaluation in their most recent evaluation cycle (CBA section 8.14.4.1)
- Have sufficient experience and/or training to serve in the role
- Have availability to take on additional units for the term of the assignment, or identify (in the application materials) a clear plan to request a change in assignment without negatively impacting the department/program

Application Process:

Please send a letter of application Lauren Servais, lservais@marin.edu that addresses the following:

- Discusses your interest and motivation for taking on this role, in 500 words or fewer
- Details your qualifications for the position and how they relate to the job duties and eligibility requirements outlined above
- States the course you are proposing to adopt or adapt OER
- Confirms that your most recent evaluation was satisfactory, and notes the semester date of your most recent evaluation
- Provides your current assignments and schedule for this semester and the semester/time period when the assignment will take place (to the extent known)
- If necessary, provides a clear plan of how you would request to change your assignment without negatively impacting your department/program and/or any other assignments in your schedule (See Below Under Assignment Adjustments for More Detail)

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For more Information:

- Regarding assignment adjustment and scheduling availability requirements please contact your direct supervisor.
- Regarding the OER Faculty position, please contact Lauren Servais, lservais@marin.edu.

Administrative and Budget Details:

- Budget FOAP: **TBD**
- Budget Manager: Lauren Servais, lservais@marin.edu
- Administrative Assistant: Eileen Acker, eacker@marin.edu
- Project Supervisor: Lauren Servais, lservais@marin.edu

Assignment Adjustments:

Faculty applying for this role must demonstrate their ability to take on additional units as per Section 8.5 of the Collective Bargaining Agreement (CBA). Requests to change your assignment must be discussed with your chair and supervisor **prior** to submitting your application.

Please note that approval of assignment changes is at the District's discretion. If the District does not approve of the proposed change in assignment, the application will be denied.

Terms of Acceptance:

By accepting this role the applicant(s) agree(s) to the following:

1. Project Deliverables
 - Continue to meet all eligibility criteria
 - Perform the responsibilities associated with the position
2. Deadline Compliance
 - Deliver/produce the final product or outcome as described
 - Meet the deadline by which the final product or outcome is to be delivered
3. Non-Completion and Repayment Policy
 - If the faculty member fails to produce the final outcome or product at the time specified or an agreed-upon extension (granted by the Assistant Superintendent/Vice President of Student Learning and Success) they must repay to the District all monies received. They will also be ineligible for any overload, reassigned time, or stipend until successful completion of repayment.