

**CALIFORNIA COMMUNITY COLLEGES  
CHANCELLOR'S OFFICE**

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**DATE:** June 26, 2017 AA 17-38  
**VIA E-MAIL**

**TO:** Chief Executive Officers  
Chief Instructional Officers  
Chief Student Services Officers  
Academic Senate Presidents  
Distance Education Coordinators

**FROM:** LeBaron Woodyard, Ph.D.  
Dean, Educational Programs and Professional Development  
Academic Affairs Division

**SUBJECT: Solicitation for Readers for the Zero Textbook Cost Degree Grant Program**

The Chancellor's Office is soliciting assistance for faculty, administrators, and staff readers for the 2017-18 funding cycle of the Zero Textbook Cost (ZTC) program, who possess an appreciation for the future of Open Educational Resources (OER). The ZTC program is one of the Open Educational Resources (OER) initiatives to improve teaching, learning, and accessibility for all learners at California Higher Education Institutions. The 2016-17 State Budget included \$5 million for California Community Colleges to successfully plan, implement, and sustain the greatest number of program pathways comprised of zero textbook cost courses (major and general education) for an associate degree or a career technical education certificate.

Reading will take place in Sacramento and readers will be reimbursed for travel, hotel accommodations, and per diem in accordance to state travel guidelines. Reading teams will be composed of faculty, administrators, and staff who will read and evaluate 10-15 proposals on Monday and Tuesday October 2-3, 2017. The final number of proposals read is based on the total number of proposals received Thursday, September 28, 2017 by 5:00 p.m. PST. The tentative reading schedule is listed below:

- **Tuesday, September 26, 2017, 12 noon-2:00 PM:** Brief training session via **meet and confer web/telephone** conference (login information will be emailed to readers). Evaluation teams formed, team leader selected, proposals assigned and emailed to team members by 5:00 PM.
- **Monday, October 2, 2017, 10:00 AM:** Commence reading/evaluation. Each team will meet at the end of the first reading day to discuss the proposals prior to the final reading day.
- **Tuesday, October 3, 2017, 11:00 AM:** All proposals read/evaluated and team rankings reported.

If interested in participating please email **Stephanie Ricks-Albert** at [eppdunit@cccoco.edu](mailto:eppdunit@cccoco.edu)  
by: **Friday, September 1, 2017.**

cc: Pamela D. Walker, Vice Chancellor  
Kristen Corbin, Dean  
Jackie Escajeda, Dean  
Sally Montemayor-Lenz, Dean