8-4-2015

Implementation Plan. Reducing Student Costs: A Report on Textbooks and Course Materials

Reducing Student Costs Implementation Plan

Recommended Citation

Reducing Student Costs Implementation Plan, "Implementation Plan. Reducing Student Costs: A Report on Textbooks and Course Materials" (2015). *Reducing Student Costs Initiative*. 2.
https://pdxscholar.library.pdx.edu/oaa_reports/2

Implementation Plan
Reducing Student Costs: A Report on Textbooks and Course Materials

Task Force submitted April 29, 2015. Provost comments/actions/revisions as of August 4, 2015.

Completion Goal: 0-12 months				
LEAD	**ADDITIONAL PEOPLE**	**ESTIMATED RESOURCES NEEDED**	**RECOMMENDATION**	**August 4, 2015 Provost comments/action**
Provost	Faculty Senate ASPSU University Counsel		**Form working groups.** • Reducing Student Costs Working Group • Faculty working group • Copyright working group	ALT has agreed to take on the role of the Reducing Student Costs and the Faculty workgroups since so many of the recommendations are ones that they can provide leadership for. They will work closely with faculty and students. Provost will charge a broad-based university Copyright Committee comprised of OAA, Legal Affairs, RSP, DRC, OAI, and others to consider these recommendations, and other university copyright needs and policies.

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LEAD	ADDITIONAL PEOPLE	ESTIMATED RESOURCES NEEDED	RECOMMENDATION	August 4, 2015 Provost comments/action
ALT & Department Chairs	Faculty Faculty Senate	Little to no direct costs; requires faculty time	**Recommendation 9: Promote early adoption of textbooks and other course materials to allow students additional time to seek savings.** *Recommended Strategies:* 9a. Departments should adopt textbooks and course materials for courses where instructor assignments occur late in the process. 9b. Departments should develop policies and procedures to ensure textbooks are adopted in a timely manner. These policies and procedures should be shared with the Dean.	Provost will convene a group of chairs over the summer to discuss and develop some basic guidelines and a template that department can adopt (or if they choose not to, to create they own) to achieve this. Goal will be for departments to have adopted policies and share with their deans by Jan. 2016.
ASPSU	Student groups EMSA Faculty Staff Students	Requires time from students, faculty and staff	**Recommendation 12: Facilitate student-to-student textbook re-use through student-led initiatives.** *Recommended Strategies:* 12a. Ask ASPSU to organize and implement a textbook swap event at the beginning of each term. PSU should offer ASPSU support.	The Dean of the Library will ask ASPSU to implement this based on the timeline.
Library	Foundation OAI Library Faculty ASPSU		**Recommendation 3: Seek external funding to reduce student costs for textbooks and course materials.** *Recommended Strategies:* 3a. Develop grant proposals to pursue outside funding to support course re-designs utilizing OERs. *Note: Additional recommended strategies are included in the section for 12-36 months completion goals.*	The Library will work with the PSU Foundation and others to implement this based on the timeline.

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LEAD	**ADDITIONAL PEOPLE**	**ESTIMATED RESOURCES NEEDED**	**RECOMMENDATION**	**August 4, 2015 Provost comments/action**
Library		$20K	**Recommendation 7: Build on the pilot PDX Open reTHINK project to enable faculty to author and publish readily accessible textbooks.** *Recommended Strategies:* 7a. Use PDXScholar to provide PSU faculty a stable, easily accessible and discoverable, permanent, online space via which to publish open textbooks for PSU courses. 7b. Expand open access textbook publishing using lessons learned from pilot projects to provide additional services. More than 200 students enrolled in these pilot courses and saved from $100 to $141 in one term for a total savings of $23,805.	The Library will implement this based on the timeline.
ALT Reducing Student Costs Working Group	Library OAI Faculty Senate Provost	$10k	**Recommendation 8: Pilot a course or group of courses that do not require the purchase of textbooks and course materials by individual students.** *Recommended Strategies:* 8a. Investigate potential outside partners for supporting OER-based courses. 8b. Select pilot courses through a competitive proposal process implemented by the OAI. 8c. Investigate a textbook-free degree option. 8d. Encourage the adoption of Open Textbook Library textbooks by hosting faculty and staff workshops offered by the Open Textbook Network.	The deans will work with the Library and OAI to identify faculty to participate based on the timeline. Additional strategies: 8e. Select pilot courses currently under development for Flexible Degree RFP. 8f. Investigate a textbook-free degree option as part of future RFP for Flexible Degrees.

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Completion Goal: 12 - 36 months			
LEAD	**ADDITIONAL PEOPLE**	**RECOMMENDATION**	**August 4, 2015 Provost comments/action**
ALT Reducing Student Costs Working Group	Broad representation including students, faculty, staff EMSA Faculty Senate OAA ASPSU	**Recommendation 1: In order to carry out work not possible in the limited time frame of the Task Force and to help implement Task Force recommendations, a Working Group, including interested Task Force members, should continue the Task Force's work through the 2015-2016 academic year.** *Recommended Strategies:* 1a. The Working Group should develop a web-based communication tool to share information and solicit input. 1b. The Working Group should conduct a textbook affordability environmental scan of PSU, including perspectives of students and faculty. 1c. OAA and ASPSU should provide a budget for FY16 for this Working Group to encourage pilot programs and provide incentives for faculty as described in the recommendations of this report 1d. The Working Group should develop and propose an ongoing funding model for supporting reducing textbook and course materials costs. 1e. The Working Group should develop PSU budget priorities to support student costs reduction efforts. These priorities should including supporting faculty and student initiatives and Library services. 1f. The Working Group should investigate models that restructure student fees and tuition to cover needed course materials.	ALT will work to implement this recommendation, including developing budget priorities and funding models.
ALT Reducing Student Costs Working Group	OAA PSU's Inter-Institutional Faculty Senate representative	**Recommendation 2: PSU should monitor and actively participate in the development of Higher Education Coordinating Commission (HECC) textbook affordability recommendations.** *Recommended Strategies:* 2a. The Working Group should review the report scheduled for release in April 2015 and make additional recommendations as needed. 2b. The Working Group should ensure that PSU considers the HECC's textbook affordability recommendations.	ALT and OAA should monitor and work closely with HECC.

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LEAD	**ADDITIONAL PEOPLE**	**RECOMMENDATION**	**August 4, 2015 Provost comments/action**
Library	OAI DRC Program leads of Flexible Degree proposals	<u>**Recommendation 4**</u>**: Support faculty in utilizing and producing OERs.** *Recommended Strategies:* 4a. Coordinate and align reTHINK PSU initiatives, Flexible Degree Concepts, the Online Learning Work Plan, and Academic Program Prioritization with efforts to reduce student textbooks and course materials costs. 4b. Develop incentives for faculty to expand the use and creation of OERs and open textbooks. 4c. As flexible degrees and courses are developed, funding from online fees should be used to develop OERs and open textbooks as appropriate. 4d. Course design and redesigns should consider the cost of textbooks and course materials as well as using OERs.	The Library and OAI will implement this based on the timeline.
Library	OAI	<u>**Recommendation 6**</u>**: Enhance professional development and educational opportunities for faculty to encourage the use of library and OER resources.** *Recommended Strategies:* 6a. The OAI and the Library should collaborate to create and offer workshops and/or programs that focus on utilizing OERs in the classroom. 6b. Make new faculty aware of these opportunities at their orientations.	The Library and OAI will implement this based on the timeline.

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Library & OAI combined		**Recommendation 5: Pursue collaborations for the development of open textbooks and OERs.** *Recommended Strategies:* 5a. Propose and champion collaborative development of OERs through the PSU Library's participation in the Orbis Cascade Alliance's Content Creation and Dissemination Team. The Library and its members on the Content Creation and Dissemination Team should take the lead in this initiative. 5b. Pursue partnerships with the University of Oregon and Oregon State University Libraries in the development of open textbooks. 5c. Approach Oregon State University and University of Oregon Libraries to start a collaborative OER project. Oregon State University has already developed the Open Access Etextbooks Program which, along with PSU's PDX Open, provides a starting point. 5d. Investigate partnerships with other interested Oregon universities and colleges in developing and using OERs. In particular, the ongoing work of the Oregon Community Colleges in developing and using OERs may provide opportunities for collaboration. 5e. Work with the Oregon Interinstitutional Faculty Senate on textbook affordability issues in conjunction with their work with HECC.	The Library and OAI will implement this based on the timeline.
Library	Foundation Library Faculty ASPSU	**Recommendation 3: Seek external funding to reduce student costs for textbooks and course materials.** *Recommended Strategies:* 3a. Develop grant proposals to pursue outside funding to support course re-designs utilizing OERs. 3b. The Working Group should collaborate with the Library, faculty, and ASPSU to develop proposals to submit through Sponsored Projects Administration. 3c. Develop proposals for donor and foundation support for textbook and course materials cost reduction in conjunction with the PSU Foundation. 3d. The Library Development officer and the Senior Director of Corporate & Foundation Relations should take the lead in working with the Library and other interested groups, including students, in developing proposals.	The Library will work with the Foundation, faculty, ASPSU, and others to implement this based on the timeline.

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LEAD	ADDITIONAL PEOPLE	RECOMMENDATION	August 4, 2015 Provost comments/action
Library		**Recommendation 10: The Library should continue to support PSU's efforts to reduce student costs for textbooks and course materials.** *Recommended Strategies:* 10a.　The Library should continue to provide and fund access to databases and journals that are suitable for use as course materials and/or for student research. 10b.　Expand awareness of Library resources and services that reduce reliance on expensive textbooks and course materials across campus. 10c.　The Library should regularly host or provide training, seminars, and webinars on research tools and methods.	The Library will implement this based on the timeline.
ALT Reducing Student Costs Working Group	Library Chairs/AA Deans OAI Faculty Senate Provost OIRP	**Recommendation 11: Target high enrollment classes to maximize impact of initiatives.** *Recommended Strategies:* 11a.　Analyze the 25 PSU largest enrollment undergraduate courses as possible targets and high priority for the development of OERs. 11b.　Perform a cost study to determine the feasibility of putting on Library Course Reserve all textbooks for classes with the largest enrollments. 11c.　Increase textbook availability in the Library Course Reserve by placing copies of textbooks in the Library's Course Reserve for larger undergraduate courses. 11d.　As stated in the Report on HB 4058 Textbook Affordability, investigate how textbook reserve programs provide students with access to course materials and how this program could be funded locally.	ALT will work to implement this recommendation.

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Copyright Working Group	University Counsel Library Faculty Senate OAI OIT Students	**Recommendation 13: Revise the Portland State University copyright and intellectual property guidelines and policies.** *Recommended Strategies:* 13a.　Form a working group including representation from University Counsel, the Library, the Faculty Senate, the OAI, the OIT, and students to review and revise copyright policies and guidelines. This should be guided and informed by the purpose of copyright law. 13b.　Working with University Counsel, University Administration, the Library, and Faculty Senate, create a copyright transfer agreement for OER materials from the University to the faculty and students who create the OERs. 13c.　Re-evaluate the risk factors for the inclusion of commercial works into online course materials. 13d.　Develop and implement policies regarding the use of textbooks and other course materials (both for-profit and open access) authored by PSU faculty. 13e.　Adopt an interpretation of the TEACH Act to allow for streaming media use that cannot be readily attained through purchase.	Provost will charge a broad-based university Copyright Committee comprised of OAA, Legal Affairs, RSP, DRC, OAI, and others to consider these recommendations, and other university copyright needs and policies. Recommendations will go to the Faculty Senate for endorsement.
Copyright Working Group	University Counsel Library Faculty Senate OAI OIT Students	**Recommendation 14: PSU should appoint a copyright officer.** *Recommended Strategies:* 14a.　Devote funding to appoint a Copyright Officer—a faculty position within the University Library—to bring expertise regarding copyright in higher education and libraries to assist in planning for any potential textbook affordability projects, as well as revision of University policies and guidelines. 14b.　Support the Copyright Officer in developing and delivering copyright educational programs and outreach for faculty regarding Fair Use and other copyright and intellectual property issues.	Provost will charge a broad-based university Copyright Committee comprised of OAA, Legal Affairs, RSP, DRC, OAI, and others to consider these recommendations, and other university copyright needs and policies. Recommendations will go to the Faculty Senate for endorsement.

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