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Reducing Student Costs: A Report on Textbooks and Course Materials Implementation Status Update as of June 2016

Reducing Student Costs Implementation Plan

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Reducing Student Costs: A Report on Textbooks and Course Materials Implementation Status Update as of June 2016

July 1, 2016

| Completion Goal: 0-12 months | | | | | |
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| LEAD | ADDITIONAL PEOPLE | ESTIMATED RESOURCES NEEDED | RECOMMENDATION | August 4, 2015 Provost comments/action | Status as of June, 2016 |
| Provost | Faculty Senate ASPSU University Counsel | | Form working groups. <ul style="list-style-type: none"> • Reducing Student Costs Working Group • Faculty working group • Copyright working group | <p>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.</p> <p>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.</p> | <p>ALT Reducing Student Costs Implementation Working Group was formed and has been meeting regularly this academic year. Members include: Marilyn Moody, Dean, University Library; Scott Marshall, Vice Provost for Academic and Fiscal Planning; Devon Backstrom, ASPSU Academic Affairs representative; Karen Marrongelle, Dean of the College of Liberal Arts & Sciences; Sukhwant Jhaj, Vice Provost for Academic Innovation and Student Success; Stephen Percy, Dean of the College of Urban and Public Affairs.</p> <p>Copyright Task Force formed and is meeting regularly to fulfill charge. Creation of a revised copyright ownership policy and copyright guidance documents is in progress.</p> |

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| ALT & Department Chairs | Faculty Faculty Senate | Little to no direct costs; requires faculty time | <p>Recommendation 9: Promote early adoption of textbooks and other course materials to allow students additional time to seek savings.</p> <p><i>Recommended Strategies:</i></p> <p>9a. Departments should adopt textbooks and course materials for courses where instructor assignments occur late in the process.</p> <p>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.</p> | <p>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.</p> <p>Goal will be for departments to have adopted policies and share with their deans by Jan. 2016.</p> | <p>Provost convened a group of departmental chairs and representatives from the PSU Bookstore and Library for meetings in March and April 2016. They have compiled a draft Faculty Course Materials Checklist that will be finalized later this year.</p> |
| ASPSU | Student groups EMSA Faculty Staff Students | Requires time from students, faculty and staff | <p>Recommendation 12: Facilitate student-to-student textbook re-use through student-led initiatives.</p> <p><i>Recommended Strategies:</i></p> <p>12a. Ask ASPSU to organize and implement a textbook swap event at the beginning of each term. PSU should offer ASPSU support.</p> | <p>The Dean of the Library will ask ASPSU to implement this based on the timeline.</p> | <p>ASPSU has explored options. ASPSU surveyed students about textbook use and affordability.</p> |

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| Library | Foundation OAI Library Faculty ASPSU | | <p>Recommendation 3: Seek external funding to reduce student costs for textbooks and course materials.</p> <p><i>Recommended Strategies:</i></p> <p>3a. Develop grant proposals to pursue outside funding to support course re-designs utilizing OERs.</p> <p><i>Note: Additional recommended strategies are included in the section for 12-36 months completion goals.</i></p> | The Library will work with the PSU Foundation and others to implement this based on the timeline. | <p>Knight News Challenge proposal was submitted by Library, but not funded:</p> <p>https://www.newschallenge.org/challenge/how-might-libraries-serve-21st-century-information-needs/submissions/free-the-textbook-educate-the-world</p> <p>Individual donor proposal from Library to fund open textbooks was developed. Library donor funding helped to support open textbook creation.</p> <p>OAI submitted a grant to APLU on March 31. The grant focuses on 'Accelerating the Adoption of Adaptive Courseware'. The proposal focuses on using adaptive courseware that is free or low cost.</p> <p>http://www.aplu.org/projects-and-initiatives/personalized-learning-consortium/plc-projects/Accelerating-Adoption-of-Adaptive-Courseware.html</p> |

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| Library | | \$20K | <p>Recommendation 7: Build on the pilot PDX Open reTHINK project to enable faculty to author and publish readily accessible textbooks.</p> <p><i>Recommended Strategies:</i></p> <p>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.</p> <p>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.</p> | The Library will implement this based on the timeline. | <p>PSU joined the Open Textbook Network, a consortium of colleges and universities working to advance open textbook initiatives. http://library.pdx.edu/portland-state-joins-open-textbook-network/</p> <p>PSU added 4 open textbooks to the Open Textbook Library for a total of 7 PSU authored books in the Open Textbook Library.</p> <p>Library published 5 additional open textbooks authored by PSU faculty: http://pdxscholar.library.pdx.edu/pdxopen/</p> <p>An additional call for open textbook proposals was developed and issued in the spring term 2016: http://library.pdx.edu/call-for-proposals-for-open-textbooks-2/</p> <p>Through a collaboration with Ooligan Press, the Library is adding the EPUB format to PSU authored open textbooks.</p> |
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| ALT Reducing Student Costs Working Group | Library OAI Faculty Senate Provost | \$10k | <p>Recommendation 8: Pilot a course or group of courses that do not require the purchase of textbooks and course materials by individual students.</p> <p><i>Recommended Strategies:</i></p> <p>8a. Investigate potential outside partners for supporting OER-based courses.</p> <p>8b. Select pilot courses through a competitive proposal process implemented by the OAI.</p> <p>8c. Investigate a textbook-free degree option.</p> <p>8d. Encourage the adoption of Open Textbook Library textbooks by hosting faculty and staff workshops offered by the Open Textbook Network.</p> | <p>The deans will work with the Library and OAI to identify faculty to participate based on the timeline.</p> <p>Additional strategies:</p> <p>8e. Select pilot courses currently under development for Flexible Degree RFP.</p> <p>8f. Investigate a textbook-free degree option as part of future RFP for Flexible Degrees.</p> | <p>Hosted the Open Textbook Network workshop with 17 faculty participants. Faculty were asked to review Open Textbook Library textbooks and consider open textbook possibilities for their own courses.</p> <p>Chemistry Department has explored a number of options to reduce textbook costs, including an option to provide students with lower cost textbooks as part of a standard course fee.</p> <p>This is a priority area under Flexible Degrees Round 2. All projects will launch in the next 6 months. Each 'Discovery phase' will include a discussion about reducing student textbook costs'. Each Flexible Degree project team includes a library liaison (Library) and an instructional designer (OAI) to support faculty with the selection and creation of low cost course assets/textbooks.</p> |

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| ALT Reducing Student Costs Working Group | Broad representation including students, faculty, staff EMSA Faculty Senate OAA ASPSU | <p>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.</p> <p><i>Recommended Strategies:</i></p> <p>1a. The Working Group should develop a web-based communication tool to share information and solicit input.</p> <p>1b. The Working Group should conduct a textbook affordability environmental scan of PSU, including perspectives of students and faculty.</p> <p>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</p> <p>1d. The Working Group should develop and propose an ongoing funding model for supporting reducing textbook and course materials costs.</p> <p>1e. The Working Group should develop PSU budget priorities to support student costs reduction efforts. These priorities should include supporting faculty and student initiatives and Library services.</p> <p>1f. The Working Group should investigate models that restructure student fees and tuition to cover needed course materials.</p> | ALT will work to implement this recommendation, including developing budget priorities and funding models. | <p>ALT Reducing Student Costs Implementation Working Group has considered these strategies. The group had discussions with ALT on whether and how any of these specific strategies should be pursued.</p> <p>Priority areas are developing support and incentives for faculty to encourage the adoption of open and low-cost textbooks and course materials. This should be the priority for ALT for the FY 17 fiscal year.</p> <p>Another area of interest was to pursue additional ways to solicit campus input.</p> <p>There was also interest in investigating ways to obtain additional information about PSU student's use of textbooks and course material that would be useful in determining ongoing actions and strategies.</p> |

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| 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. <i>Recommended Strategies:</i> 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. | Marilyn Moody served on the HECC OER Steering Committee. |
| Library | OAI DRC Program leads of Flexible Degree proposals | Recommendation 4: Support faculty in utilizing and producing OERs. <i>Recommended Strategies:</i> 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. | Flexible Degrees Round 2 provides support for OERs and open textbooks. Faculty are provided stipends and support for publishing PDXOpen open access textbooks. Course design and redesigns through OAI are developing and considering the use of OERs and open textbooks. |

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| Library | OAI | <p><u>Recommendation 6: Enhance professional development and educational opportunities for faculty to encourage the use of library and OER resources.</u></p> <p><i>Recommended Strategies:</i></p> <p>6a. The OAI and the Library should collaborate to create and offer workshops and/or programs that focus on utilizing OERs in the classroom.</p> <p>6b. Make new faculty aware of these opportunities at their orientations.</p> | The Library and OAI will implement this based on the timeline. | <p>PSU hosted a workshop by the Open Textbook Network in November 2015. Library, OAI, and Alt Implementation Group collaborated to create a brochure aimed at faculty, "What can you do to reduce the cost of a university education."</p> <p>In addition to the brochure, OAI (Jaime Wood) and the Library will work together to develop resource materials on OER.</p> <p>Created Library guides for faculty: Open Educational Resources (OERs) and Guide for SBA Faculty: Textbooks/Course Reserves/Permanent Links.</p> |

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| Library & OAI combined | | <p>Recommendation 5: Pursue collaborations for the development of open textbooks and OERs.</p> <p><i>Recommended Strategies:</i></p> <p>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.</p> <p>5b. Pursue partnerships with the University of Oregon and Oregon State University Libraries in the development of open textbooks.</p> <p>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.</p> <p>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.</p> <p>5e. Work with the Oregon Interinstitutional Faculty Senate on textbook affordability issues in conjunction with their work with HECC.</p> | The Library and OAI will implement this based on the timeline. | Karen Bjork is on the Orbis Cascade Alliance's Content Creation and Dissemination Team that is exploring OER initiatives and chairs their OER working group. |

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| Library | Foundation Library Faculty ASPSU | <p>Recommendation 3: Seek external funding to reduce student costs for textbooks and course materials.</p> <p><i>Recommended Strategies:</i></p> <p>3a. Develop grant proposals to pursue outside funding to support course re-designs utilizing OERs.</p> <p>3b. The Working Group should collaborate with the Library, faculty, and ASPSU to develop proposals to submit through Sponsored Projects Administration.</p> <p>3c. Develop proposals for donor and foundation support for textbook and course materials cost reduction in conjunction with the PSU Foundation.</p> <p>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.</p> | The Library will work with the Foundation, faculty, ASPSU, and others to implement this based on the timeline. | <p>Knight News Challenge proposal was submitted by Library, but not funded: https://www.newschallenge.org/challenge/how-might-libraries-serve-21st-century-information-needs/submissions/free-the-textbook-educate-the-world</p> <p>Individual donor proposal from Library to fund open textbooks was compiled.</p> <p>ALT Reducing Student Costs Implementation Working Group members met with PSU Foundation and Alumni Association Office and is developing idea for a crowdfunding proposal for PSU Student Textbook affordability, tentatively scheduled to take place in Fall 2016.</p> <p>Marilyn Moody met with Alumni Association Board members to discuss possibilities for supporting Library efforts in reducing the costs of textbooks.</p> |

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| Library | | <p>Recommendation 10: The Library should continue to support PSU's efforts to reduce student costs for textbooks and course materials.</p> <p><i>Recommended Strategies:</i></p> <p>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.</p> <p>10b. Expand awareness of Library resources and services that reduce reliance on expensive textbooks and course materials across campus.</p> <p>10c. The Library should regularly host or provide training, seminars, and webinars on research tools and methods.</p> | The Library will implement this based on the timeline. | <p>Ongoing.</p> <p>Library added significant new resources, including 1200 journals from Elsevier. Kanopy added as a resource for PSU licensed video materials.</p> <p>Library continued to host and provide training, seminars, and webinars on research tools and methods.</p> |
| ALT Reducing Student Costs Working Group | Library Chairs/AA Deans OAI Faculty Senate Provost OIRP | <p>Recommendation 11: Target high enrollment classes to maximize impact of initiatives.</p> <p><i>Recommended Strategies:</i></p> <p>11a. Analyze the 25 PSU largest enrollment undergraduate courses as possible targets and high priority for the development of OERs.</p> <p>11b. Perform a cost study to determine the feasibility of putting on Library Course Reserve all textbooks for classes with the largest enrollments.</p> <p>11c. Increase textbook availability in the Library Course Reserve by placing copies of textbooks in the Library's Course Reserve for larger undergraduate courses.</p> <p>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.</p> | ALT will work to implement this recommendation. | <p>Using HECC information about the PSU largest enrollment courses, Library reviewed reserves for those items for Winter 2016 term and added items not already on reserves. The Library plans to continue providing Library reserve textbooks for the largest enrollment courses.</p> <p>Faculty Senate Library Committee discussed ways of increasing textbooks on Library Course Reserves in Winter 2016 meeting.</p> <p>The APLU grant received by OAI targets undergraduate high enrollment classes at 100-/200-level (Math, Stat, Business, Biology, Chemistry, UNST FRINQ)</p> |

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| Copyright Working Group | University Counsel Library Faculty Senate OAI OIT Students | <p>Recommendation 13: Revise the Portland State University copyright and intellectual property guidelines and policies.</p> <p><i>Recommended Strategies:</i></p> <p>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.</p> <p>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.</p> <p>13c. Re-evaluate the risk factors for the inclusion of commercial works into online course materials.</p> <p>13d. Develop and implement policies regarding the use of textbooks and other course materials (both for-profit and open access) authored by PSU faculty.</p> <p>13e. Adopt an interpretation of the TEACH Act to allow for streaming media use that cannot be readily attained through purchase.</p> | <p>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.</p> <p>Recommendations will go to the Faculty Senate for endorsement.</p> | <p>Copyright Task Force met regularly during Fall 2015 and Winter/Spring 2016 and is developing recommendations. A revised Copyright Ownership Policy is being developed that will be submitted through the PSU policy process.</p> <p>Copyright guidance documents and information is being developed by the Copyright Task Force.</p> |
| Copyright Working Group | University Counsel Library Faculty Senate OAI OIT Students | <p>Recommendation 14: PSU should appoint a copyright officer.</p> <p><i>Recommended Strategies:</i></p> <p>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.</p> <p>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.</p> | <p>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.</p> <p>Recommendations will go to the Faculty Senate for endorsement.</p> | <p>Copyright Task Force met regularly during Fall 2015 and Winter/Spring 2016 and is developing recommendations.</p> |

