February 8, 2013

Mufaddal Ezzy
Policy Consultant
Office of pro Tem Steinberg
State Capitol
Sacramento, CA 95814

**Re: Intersegmental Committee of Academic Senates (ICAS) Initial Cost Estimate for SB 1052: Establishment of The California Open Educational Resources Council (COERC)**

Dear Mufaddal:

The Intersegmental Committee of Academic Senates (ICAS) wants to update you on our progress implementing SB 1052 and SB 1053 and to provide you with an initial operating budget for the California Open Educational Resources Council (COERC).

Education Code § 66409 establishes that the COERC will be composed of "faculty leaders from the three segments of higher education" and administered by ICAS. The bill specifies that the COERC will be composed of three faculty members from each segment, appointed by their respective Senates. To meet the mandate that Council members be appointed within 90 days of the Education Code becoming operative, the three Senate leads are collaborating to determine the membership and compiling information to inform its work. We are also seeking to define an initial operating budget for the Council. It is critical that we define a clear budget. We have determined that the most we can task Council members to do prior to having an operating budget is to convene via a single call.

Given the timeline and expectation that the Council begin its work as soon as its members are appointed, we are proposing that the members be compensated for their meeting time on an hourly basis during the spring term and on either an hourly or stipend basis for the summer term. During the 2013-2014 academic year, it would be preferable to purchase release time for Council members to free them from some of their campus-based obligations. During its initial meetings, the Council will need to review its charge and determine the time it needs in 2013-2014 to complete its tasks. At that time, a long-term budget will be developed.

Convening the Council is anticipated to cost approximately $2000 per one-day meeting. This covers travel, food, and possible location expense. This figure does not include staffing to make arrangements and faculty time. Total annual costs will depend on how many times the Council meets. The Council will also need to determine a budget for the RFP process and activities related to promoting the use of California Digital Open Source Library.

Ideally there would be approximately 2.5 to 3 staff positions (4 staff, 1 full-time and 3 part-time) available to help with on-going Council responsibilities, which would include selecting book subjects, conducting research, coordinating meetings, and managing review, approval,

promotion, and RFP processes. We estimate the total cost of staffing the Council to be $200,000 per year to cover the cost of a Project Manager and three segment-based contacts that will assist in segment-based recruitment and activities.

The Council will need to meet at least three times during the initial launch period. We propose that given the convening role of ICAS, one or more ICAS representatives should be present at each Council meeting, and minimally at the first meeting.

**Initial Operating Budget:**

➢ 3 in-person eight-hour meetings: $6,000

➢ Staffing of three eight-hour meetings: $400

➢ Council time: 24 hours *x* 9 Council members *x* $100 = $21,600 (rate includes minimal compensation for meeting preparation and completion of any identified tasks)

➢ Meeting preparation and coordination, duplication costs, and miscellaneous expenses: $2,000

Ideally, Council members would be available to devote a significant amount of time to the Council at the very beginning, which will come in addition to their current teaching, research, and service obligations. We believe if the nine members are able to commit 8 hours a week to the Council during April and May, they can make considerable progress.

➢ The cost of compensating nine members for eight hours a week over a two-month period would be $57,600.

➢ We estimate additional money will be needed to fund the inclusion of ICAS representatives at meetings and to compensate various consultants and others who would help facilitate the work of the Council.

**Total Initial Operating Budget (April – May, 2013): $100,000**

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**Tasks to be Completed During the April – May 2013 Launch Period**

- Develop a list of 50 strategically selected lower division courses in the public postsecondary segments for which high-quality, affordable, digital open source textbooks and related materials shall be made available.

- Create a standardized, rigorous review and approval process for developing and acquiring open source textbooks and related materials.

- Establish a process for soliciting advice from the statewide student associations of the three segments to obtain student perspectives on matters such as format, accessibility, and usability.

- Develop a budget and plan for June 2013 – June 2014 delineating tasks to be accomplished and associated costs.

Please let us know if this initial plan and budget sounds reasonable, and if you have additional questions or concerns, do not hesitate to contact us. We look forward to working with you on this important project.


Sincerely,


Robert Powell, Chair, ICAS
Chair, Academic Senate of the University of California
Professor of Chemical Engineering & Material Science, UC Davis

Diana Wright Guerin, Chair
Academic Senate of the California State University
Professor of Child & Adolescent Studies, CSU Fullerton

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Professor of Psychology, Rio Hondo College


cc:     ICAS Members