

2021 Academic Technology Grants: LMU OPEN / ALTERNATIVE TEXTBOOK INITIATIVE FACULTY GRANT PROJECT

Overview

The Problem with Textbooks:

- Runaway textbook costs on college campuses have become a major impediment to student success
- Textbook costs have outpaced inflation by 300% over the last 30 years
- LMU students spend an average of over \$1,000 per year on textbooks¹
- 63% of students have forgone purchasing or renting college textbooks because of cost, according to a 2019 PIRG survey of 4000 students nationwide²

Supported through the Academic Technology Committee, the Office of the Provost, and the William H. Hannon Library, the **LMU Open/Alternative Textbook Initiative (OATI)**³ grant:

- Encourages LMU faculty to explore relevant, high-quality alternatives to expensive course materials through adoption, adaptation, or creation of open educational resources (OER) and/or low-cost/no-cost resources
- Encourages a teaching culture that explores new pedagogical models for learning
- Lowers the cost of an LMU education for our students
- Increases equitable access to required course materials for all students

In 2021-2022, the OATI grant will recognize up to ten faculty (or project teams) with awards ranging from \$1000 to \$10,000 based on the scope and scale of the project proposed, the cost-savings, the number of students impacted, and potential “shareability” of the revised syllabus and/or resource created. Individual and team submissions are encouraged.

¹ <https://financialaid.lmu.edu/generalinformation/costofattendance/undergraduatecostofattendance/>

² <https://studentpirgs.org/2020/06/08/fixing-the-broken-textbook-market/>

³ <https://libguides.lmu.edu/oati>

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Checklist and Guidelines

All items on the checklist must be completed prior to submitting the grant proposal. It is highly recommended that applicants consult with the OATI grant coordinator (Jamie Hazlitt) before submitting the final application.

Please complete the application form. To submit your application, please contact Amber Astredo, Faculty Affairs (OFD@lmu.edu) for access to the BOX submission folder (ATC: LMU Open / Alternative Textbook Initiative Applications 2021).

All application materials (including the one recommendation letter) must be uploaded to BOX by **5:00 PM on February 9, 2021**.

APPLICATION CHECKLIST:

Applicant:

- Application
- Project Narrative
- Course Syllabi for each proposed course to convert
- Librarian Consultation(required)

Chair :

- Recommendation letter. A recommendation letter from the Department Chair addressing all faculty and courses in the departmental grant application should be uploaded to BOX or emailed to ofd@lmu.edu

Eligibility

Continuing tenure-line and contingent faculty teaching in all undergraduate and graduate level departments and programs are eligible for grant funding. Contingent faculty are eligible to apply as a co-lead or partner with a tenure-line faculty member.

Faculty can apply:

- Individually
- As an academic department (two or more faculty from the same department submitting two or more courses)
- As a course group (two or more faculty who teach the same course)

Eligible courses include:

- existing (or previously taught) courses
- a newly approved course
- a course taught by multiple instructors
- a series of courses that use the same materials over 2 semesters
- courses with existing zero-cost textbook alternatives that the applicant proposes to rework and improve

The material types are ineligible for grant funding:

- Commercial e-text versions of an existing print textbook
- Textbook rentals or access codes (print or digital)

Criteria

The following criteria will be used in determining awards:

- Projected total cost savings for students
 - Cost of replaced textbook(s), number of sections, projected student enrollment, and frequency of course(s) taught).⁴
- Type of project (see Project Scope in Narrative guidelines)
 - Faculty proposing modifying or creating their own open resources will be eligible for more funding than those proposing to adopt existing resources.
- Consideration of pedagogical implications (including opportunities and challenges) for converting to free or open course materials
- Special consideration will be given to “high impact” applications, which may include (but are not included to) applicants for multiple faculty/courses from a department, a commitment to evaluate course materials for an entire program; or courses that could result in significant cost-savings for high numbers of LMU students

⁴ For new courses, project cost-savings by identifying standard or typical commercial resources that would be adopted/required

Requirements

Grant applicants shall adhere to the following requirements:

- Commitment to replace required traditional text(s) for courses offered in Summer or Fall 2021, or Spring 2022 with:
 - Adoption, adaptation, or creation of an open textbook or other open resource(s)
 - And/or assembly of freely available or library or other university-licensed (no-cost) and low-cost (less than \$40 total/student) resources
- Meet with OATI grant coordinator Jamie Hazlitt in Spring or Summer 2021 to confirm project and implementation plan
- Confirm that all adopted materials meet copyright requirements, are properly cited and licensed, and are accessible to all students
- Submit a final report of grant activities with an attached updated course syllabus for each course included in the application.
- Commitment to reporting on the experience and impact of the grant program on your course(s) through your department and through the Center for Teaching Excellence
- Commitment to having your participation in the grant featured through the library, school / college newsletters, or other promotional venues

Available Support from Library / Instructional Technology

- Assistance searching for open educational resources and library materials
- Assistance revising or creating OER
- Support with making alternative materials available in Brightspace, LMU Build, or identifying other places to host or publish content
- Guidance with Copyright and Creative Commons licensing
- Evaluation and assessment resources
- Teams group for 2021-2022 grant awardee cohort to build community of practice throughout grant cycle (participation is optional but encouraged)

Funding

- The awards range from \$1000 to \$10,000, depending on the scope and impact of the application
- Eighty percent of the grant will be awarded to each recipient through payroll in late May. The remaining 20% will be awarded in either early November 2021 or early May 2022, depending on timing of final report submission
- Accept award by emailing ofd@lmu.edu by March 26, 2021 at 5pm.

Faculty may only accept one LMU internal grant each summer. In addition, faculty may not accept another internal grant for the same project.

2021 Academic Technology Grants: LMU OPEN / ALTERNATIVE TEXTBOOK INITIATIVE FACULTY GRANT PROJECT APPLICATION TIMETABLE

February 9, 2021	Submission Deadline: All application materials must be uploaded to BOX by 5:00 PM.
March 12, 2021	ATC: Open / Affordable Textbook Initiative Grant award(s) announced via email from OFD@lmu.edu .
March 26, 2021	Department chair accepts award via e-mail (OFD@lmu.edu) by 5pm.
Late May 2021	Initial payment of 80% of the grant amount is funded through payroll.
October 15, 2021 or April 15, 2022	Internal Summer Grant final report and cover sheet for each course , signed by Applicant and Chair (if applicable), are due to your Dean . Within 10 days, the Dean's office will e-mail final report and cover sheet to the OATI grant coordinator in care of the Office of Faculty Affairs. (Note: for courses not being taught until Spring 2022, applicants may submit their final report by April 15).
Early November or Mid May	Final 20% of grant funds disbursed through payroll following approval of final report by Dean and OATI coordinator.

2021 Academic Technology Grants: LMU OPEN / ALTERNATIVE TEXTBOOK INITIATIVE PILOT DEPARTMENTAL GRANT PROJECT APPLICATION

I. APPLICANT INFORMATION

Name: _____

Title: _____

College/School: _____ Dept.: _____

Campus Building: _____ Suite/Room#: _____

E-mail Address: _____ Campus Phone: _____

II. PROJECT NARRATIVE (SUBMIT ONE FOR EACH COURSE)

Write a narrative (2 to 3 single spaced pages) that explains the following for each course:

- A. The course name/number/description
 - B. The reasons for selecting this course, i.e., the projected student enrollment and frequency with which the course is taught, whether or not the course is required; pedagogical benefits that open or free licensed resources may bring to the student experience in the course
 - C. Description of current required course materials and (if known) descriptions of open or free licensed alternatives
 - D. Project scope (indicate all that may apply):
 - Adopt: replace existing textbook(s) with OER or no-cost/low-cost alternative
 - Adapt: combine or remix new or existing open and affordable content to bridge gaps in available resources
 - Create: create a new open educational resource when there are currently no sufficient OER available to meet your learning objectives
 - Improve: enrich a course already using open and affordable materials
 - "High-impact": introduce open and affordable materials into a high enrollment course or a foundational course for a department; departmental applications (more than one faculty / more than one course in a department); other potential for cultural and institutional change in approach to course materials
 - E. Projected cost-savings for students (cost of existing course materials X number of students per section X number of sections taught each academic year)
 - F. Resources needed to fulfill the grant requirements (Ex: library support, copyright clearance, Instructional Technology support.)
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III. LETTER OF SUPPORT

Department Chairs must provide a letter that expresses support for the applicant and addresses the relevance of the project to the stated goals of the grant.

IV. SYLLABI

Submit copies of syllabi for each course that will be focused on during the grant.

Contact:

Jamie Hazlitt

Librarian for Collection Development & Evaluation / OATI grant coordinator

jamie.hazlitt@lmu.edu / 310.338.6010

Appendix: Definitions

Open Educational Resources (OER)

Open Educational Resources are teaching, learning, and research materials in any medium – digital or otherwise – that reside in the public domain or have been released under an open license that permits no-cost access, use, adaptation and redistribution by others with no or limited restrictions.⁵

Library or other University-licensed Resources

The term "library or other university-licensed resources" refers to any digital content that the William H. Hannon Library or another unit at LMU (for example, ITS or an individual academic department) purchases or subscribes to, such as e-books, LinkedIn Learning, or MATLAB that are freely accessible for current LMU students. All eligible resources must also be licensed and accessible by multiple simultaneous users. Grant applications that propose the use of library or other university-licensed resources will save students money by making use of materials in which the university has already invested.

While licensed materials are free for the end-user, they are not open. Moreover, because each resource has its own license and terms of access established by the copyright holder, not every licensed resource will be suitable for course adoption. Librarians can help faculty determine what is permissible.

Freely Available (No-Cost) Resources

Many materials available on the internet for free (e.g., TedX, YouTube, museum resources, etc.) are not open by definition due to copyright or other restrictions. But so long as they are free and accessible for students, they are eligible alternatives to commercial products for the purposes of this grant.

Low-Cost Resources

Materials available for students for less than \$40 total per course, per semester. Although priority will go to applicants that completely eliminate textbook fees, applications that commit to reducing the textbook cost for students but still have minimal costs incurred for essential materials may still be eligible for funding. *(Note: low-cost materials must also be readily accessible. If a book is inexpensive but out-of-print, this can still present a significant barrier to students who are required to read it.)*

⁵ Hewlett Foundation, accessed November 26, 2019 <https://hewlett.org/strategy/open-educational-resources/>

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INITIATIVE PILOT DEPARTMENTAL GRANT PROJECT**

FINAL REPORT COVER SHEET

Attach a final report addressing the four points listed below. The report must be typed and no longer than two pages, using one-inch margins. Sign the cover sheet, obtain your Chair's signature, and submit the final report and cover sheet to your **Dean** by **October 15, 2021**. Within 10 days, the Dean's office will route the final report to the Open / Alternative Textbook Grant Coordinator in care of the Office of Faculty Affairs (UH 4820) for approval and signature.

- 1. Name:** _____
Department: _____
Project Title: _____
Completion Date: _____

2. Please address the following in your report:

- a. Summarize the original course, including course materials required prior to undertaking the work proposed in the OATI grant
- b. Provide a description of the work done to identify new free and/or open course materials, including opportunities and challenges faced in the process, and a summary of newcourse materials adopted and cost-savings for students enrolled in the course
- c. Provide a summary of faculty and student experience with the new course materials.
- d. Describe any future outcomes for the course redesign you have just completed. Do you plan to continue teaching this course with the new required free or open materials? Do you anticipate redesigning other courses to lower the cost and/or adopt open educational resources into your teaching?
- e. This grant was designed to incentivize collaboration and consideration of the cost of course materials at the department level. Please describe if or how this work had an impact on your department, in addition to your work as an individual.

3. Approval of final research report: *

- | | |
|--|--------------|
| _____ | _____ |
| 1. Applicant's Signature: | Date: |
| _____ | _____ |
| 2. Chair's Signature: | Date: |
| _____ | _____ |
| 3. Dean's Signature: | Date: |
| _____ | _____ |
| 4. Open/Alternative Textbook Grant Coordinator Signature: | Date: |

* If approval is denied, please attach a separate sheet and cite specific reasons for the denial.