

Zero Cost Course Materials FAQ:

As a result of [SB1359](#) California colleges and universities are required “to clearly highlight, by means that may include a symbol or logo in a conspicuous place on the online campus course schedule, the courses that exclusively use digital course materials that are free of charge to students and may have a low-cost option for print versions.” The deadline to implement this designation in course schedules was January 1, 2018. In our online schedule, Sac State uses two designations for courses with:

\$0 required costs

And



\$40 or under required costs

Included in the cost caps are: textbooks and other text-based materials, workbooks, lab manuals, online homework platforms and codes or publisher-provided curricular materials for students.

Excluded from the cost caps are: standard calculators and class fees.

Optional costs should not be included your calculation.

For example: you provide students with a link to a free, online version of your materials but give them the option to purchase materials in print. The cost of optional print materials should not be included in your calculation. However, if the print version is required in your class, you should include that cost in your calculation.

If a text is used across multiple courses in a sequence DO NOT base your calculation on the cost divided by those courses.

For example, a text that costs \$120 that is required for 3 sequenced courses DOES NOT meet the \$40 or under label requirement.

Not all students take all courses in a series.

Students may take courses over time and may have to pay for edition changes.

Students must pay the \$120 and cannot budget for 3 even payments.

Only identify courses that meet these cost-cap requirements (\$0 or \$40 or under).

By default, classes that do not meet one of these two cost caps will not be designated (same as now). Schedule-builders will have the new ability to call out courses that meet one of these two material cost caps in the online schedule, but all other courses will remain unmarked by default.

What cost should I use? What if materials are less expensive on Amazon, etc.?

To calculate your text-related costs for these designations, use the cost of materials in the Hornet Bookstore. While materials may be less expensive elsewhere, students using financial aid must purchase materials from the bookstore. Contact Sabrina Pound, textbook manager, for help with bookstore pricing.

What if my text is available as an e-book through the library?

If your required text is available as a free-to-students e-book through the Sac State library, as long as you don't require the printed text in your class, your course can qualify for the \$0 cost designation. However, in this case, the text should not be listed as “required” through the bookstore's site, because students may assume they must purchase it. Consider listing the text as “optional” on the bookstore's site and messaging students about their choices before the term begins.

What if I don't require any texts or "outside" materials for my class?

Your course CAN qualify for the \$0 designation if no "outside" materials or texts are required. For the purposes of these cost designations, it doesn't matter if you are using instructor-created materials, activities, slides, websites, library materials, etc. Apply the question: does my course have any text or publisher-related costs? If the answer is no, the course meets the \$0 designation. If the answer is yes, but \$40 or less, the course meets the low-cost designation.

What if I am unsure about the cost of my materials?

Consult Sabrina Pound, textbook manager for guidance. If you are still unsure about whether your course meets one of the two designations at the registration deadline. It is not the responsibility of the schedule builder to determine if the course meets the criteria for ZCCM or LCCM.

Where do I designate the course attribute?

If the criteria are met, the faculty member should advise the schedule builder, who will designate the course as ZCCM or LCCM in the Course Attributes section of the CMS. It is the person responsible for deciding the course materials, generally the course instructor, who is ultimately responsible for ensuring the designation is correct.

Sect	Books	Class			Seats			Faculty	Class Attributes	
		Nbr	Ses	Cmp	Tot/Avl	Days	Bldg/Room			
01	 	31549	1	Independent Study	20/4	M	ARC1013	300PM-415PM	Vygodina, Anna V	ZCCM
02	 	36995	1	Independent Study	5/4			-	Thakur, Sudhir K	ZCCM

Icon appears in course schedule and is listed as a Class Attribute. Icons and attributes are defined at the bottom of each page.

Legend

Icon Description



The icon links you to the identified course materials list.



This course has been identified as having total course material costs under \$40.00. Costs are determined by the campus affiliated book store. Availability of low cost materials may be limited to bookstore availability.



This course has been identified as having Zero cost course materials.

Class Attribute Codes

HY - Hybrid (OnLine & In-Person Meetings)

ZCCM - Zero Cost Course Materials

Session Codes

1 - Regular Academic Session (01/22/2018 to 05/11/2018)



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