# Z-Degree – Funding Interest Application

Release Date: 09/16/2020

## Background

The State of Minnesota 91st Legislature passed Senate File 2415 in the Spring 2019 session. This bill includes the following directive for the Minnesota State colleges and universities system:

Three additional colleges must offer the opportunity to earn a Z-degree by the academic year 2020-2021. A college's course offerings for its Z-degree program must include at least two distinct courses in each transfer curriculum goal area and at least enough credits in each transfer curriculum goal area to complete the transfer curriculum package. ([SF24​15](https://nam02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.revisor.mn.gov%2Flaws%2F2019%2F0%2FSession%2BLaw%2FChapter%2F64%2F&data=02%7C01%7CMegan.Babel%40minnstate.edu%7C5e4b15d2f8474f21ab6508d74d8b5418%7C5011c7c60ab446ab9ef4fae74a921a7f%7C0%7C0%7C637063133109392571&sdata=DVmE0mFYCe6IARwn89uekadjKIeGz%2Fe%2F7IdIpdkAV0s%3D&reserved=0))

The legislation funded Minnesota State’s request through an appropriation of $500,000 ($250,000 for FY20 and $250,000 for FY21). **This interest application is for institutions interested in participating in the FY21 efforts of creating or sustaining Z-degree development**.

Campuses can only apply for one type of grant

## Call for Campus Participation

The Minnesota State system office invites campuses within the system to submit an interest application as the first step to participation in the Minnesota State Z-degree Project in FY21. The system office will select participating campuses from the pool of applicants based upon responses provided in the following readiness categories:

* [Part A](#PartA) – Campus Information {all applicants to complete}
* [Part B1](#PartB1) – Readiness Assessment {exploration and implementation grant applicants to complete}
* [SECTION 1](#Section1): Readiness of Campus Personnel
* [SECTION 2](#Section2): Structural Readiness
* [SECTION 3](#Section3): Cultural Readiness
* [SECTION 4](#Section4): Current Open / zero textbook cost inventory
* [SECTION 5](#Section5): Proposed Z-degree and Course Sequence
* [Part B2](#PartB2) – Expansion Narrative {expansion grant applicants to complete}
* [Part C](#PartC) – Course Information {all applicants to complete}

## Definitions

* **Zero Textbook Cost Degree** (Z-degree) is a zero textbook cost associate degree.
* **Zero Textbook Cost Course** is a course that exclusively uses one or more of the following:
* **Open Educational Resources** (OER) are high-quality teaching, learning, and research resources that reside in the public domain or have been released under an intellectual property license that permits their free use and repurposing by others.
* **Open Textbooks** are textbooks that are distributed using an open copyright license that at a minimum allow a student to obtain, retain, reuse, and redistribute the material at no cost. *Open textbooks are a type of OER.*
* **Zero Material Cost** are educational materials available for use in a course at no cost. These can include copyrighted materials, openly licensed materials, and public domain materials. *OERs (including open textbooks) are zero material cost.*
* **Grant Type**
	+ **Exploration** – Prepare a foundation for Z-degree development. Activities may include:
		- Faculty development
		- Open textbook exploration and review
		- Building open textbook capacity in the transfer curriculum
		- **Funding up to $25,000**
	+ **Implementation** – Create, finalize, and implement a ***new*** Z-degree. Activities may include:
		- Course development for Z-degree with at least two distinct courses in each transfer curriculum goal area and at least enough credits in each transfer curriculum goal area to complete the transfer curriculum package
		- Ability to offer a Z-degree for fall of 2021
		- **Funding up to $100,000**
	+ **Expansion** – Increase number and type of courses offered in an ***existing*** Z-degree. Activities may include:
		- Add courses or course sections
		- Increase the number of faculty using zero textbook cost materials in a course already part of an existing Z-degree
		- **Funding up to $25,000**

## Part A – Campus Information

*All applicants must complete*

| Campus Information |
| --- |
| Campus Name: | Click or tap here to enter text. | Campus Address: | Click or tap here to enter text. |
| Submitted by: | Click or tap here to enter text. | Email: | Click or tap here to enter text. |
| Title: | Click or tap here to enter text. | Phone: | Click or tap here to enter text. |
| Grant Type (select one): |  | [ ]  Exploration | [ ]  Implementation | [ ]  Expansion |

##

## Part B1 – exploration and implementation

*All applicants applying for* ***Exploration*** *or* ***Implementation*** *grants must complete*

### Section 1: Readiness of Campus Personnel

|  |  |  |
| --- | --- | --- |
| Has a **campus administrator** been assigned work on open educational resources as part of their **FY21** work plan? |[ ]  Yes |[ ]  No |
| Is there a **faculty member** (or faculty members) on your campus who is recognized as an OER champion / expert on campus? |[ ]  Yes |[ ]  No |
| Is a **campus librarian** directly involved in OER work on your campus? |[ ]  Yes |[ ]  No |
| Are there academic support staff (such as **instructional designers** or **instructional technologists**) that can assist faculty with curriculum development or the use of open educational resources? |[ ]  Yes |[ ]  No |
| Are there other personnel on your campus who could support the creation and implementation of a Z-degree? |[ ]  Yes |[ ]  No |
| If the answer to the previous question was “yes,” please describe those personnel: Click or tap here to enter text. |

### Section 2: Structural Readiness

|  |  |  |
| --- | --- | --- |
| Is there a designated **OER committee**, advisory group, or similar collection of professionals (i.e. textbook affordability) active on your campus? |[ ]  Yes |[ ]  No |
| Does your campus **library staff** help faculty find OER materials, materials in the public domain, or otherwise support zero textbook cost through textbook loans or similar programs? |[ ]  Yes |[ ]  No |
| Is your **campus bookstore** actively involved in an OER initiative (this may include, among other things, tracking open textbook adoptions, printing open textbooks on demand, or assisting students in accessing open textbooks online)? |[ ]  Yes |[ ]  No |
| Has your campus considered or implemented an OER **sustainability plan** that helps support continued faculty work on OER use and adoption? |[ ]  Yes |[ ]  No |
| Provide detail or additional information related to your campus’ structural readiness that you wish to share:Click or tap here to enter text. |  |  |  |  |

### Section 3: Cultural Readiness

|  |  |  |
| --- | --- | --- |
| Has OER been part of *campus-wide* conversations regarding textbook and college affordability? |[ ]  Yes |[ ]  No |
| Have *campus-wide* OER trainings or workshops been provided for faculty and staff on your campus? |[ ]  Yes |[ ]  No |
| Is there a *campus-wide* textbook affordability initiative underway on your campus? |[ ]  Yes |[ ]  No |
| Is your campus student senate currently advocating for OER or textbook affordability efforts, or alternatively, have students on your campus organized around OER or issues of textbook affordability? |[ ]  Yes |[ ]  No |
| Provide detail or additional information related to your campus’ *cultural readiness* that you wish to share:Click or tap here to enter text. |  |  |  |  |

### Section 4: Current Open / ZERO Textbook Cost Inventory

|  |  |
| --- | --- |
| Approximately **how many courses** on your campus are using an open textbook, collection of OERs, or zero material cost as a replacement for a publisher alternative? | Click or tap here to enter text. |
| Approximately **how many faculty members** on your campus are using an open textbook, collection of OERs, or zero material cost as a replacement for a publisher alternative?  | Click or tap here to enter text. |
| Which disciplines/programs on your campus are known for using zero material cost and/or OER?Click or tap here to enter text. |

### Section 5: Proposed Z-Degree and Course Sequence

What kind of Z-degree is your campus proposing? *(Preference will be given to Transfer Pathways, Associate of Arts that are transfer efficient, and associate degrees in high demand fields)*

Click or tap here to enter text.

### Corollary Questions

|  |  |  |
| --- | --- | --- |
| Does this Z-degree include two distinct courses in each of the 10 Transfer Curriculum Goal Areas (or fulfill Goal Area 2 by completing at least two distinct courses in the remaining 9 Transfer Curriculum Goal Areas)? |[ ]  Yes |[ ]  No |
| Does this Z-degree have credits sufficient to complete the required Minnesota Transfer Curriculum (MnTC) for the degree type (minimum 40 credits for AA, minimum 30 credits for AS)? |[ ]  Yes |[ ]  No |

## Part B2 - Expansion

*All applicants applying for* ***Expansion*** *grant must complete*

Describe how you plan to expand your existing Z-degree capacity.

Click or tap here to enter text.

## Part C – Course Sequence

*All applicants must complete*

### Z-Degree Course Sequence

Please provide below the model course sequence for the Z-degree you are proposing, including the course acronyms, the course numbers, the course titles, the number of credit hours, the MnTC goal area (or areas) they fulfill, and an indication of whether a course is already using zero material cost as a replacement for a publisher textbook. *(Preference will be given to degrees that currently have a substantial number of courses using zero textbook cost)*

| # | Course Acronym | Course # | Course Title | Credits | Goal Area(s) | Currently Using OER? |
| --- | --- | --- | --- | --- | --- | --- |
| Ex | PHIL | 1001 | Introduction to Philosophy | 3 | 2 |[x]  Yes |[ ]  No |
| 1 |  |  |  |  |  |[ ]  Yes |[ ]  No |
| 2 |  |  |  |  |  |[ ]  Yes |[ ]  No |
| 3 |  |  |  |  |  |[ ]  Yes |[ ]  No |
| 4 |  |  |  |  |  |[ ]  Yes |[ ]  No |
| 5 |  |  |  |  |  |[ ]  Yes |[ ]  No |
| 6 |  |  |  |  |  |[ ]  Yes |[ ]  No |
| 7 |  |  |  |  |  |[ ]  Yes |[ ]  No |
| 8 |  |  |  |  |  |[ ]  Yes |[ ]  No |
| 9 |  |  |  |  |  |[ ]  Yes |[ ]  No |
| 10 |  |  |  |  |  |[ ]  Yes |[ ]  No |
| 11 |  |  |  |  |  |[ ]  Yes |[ ]  No |
| 12 |  |  |  |  |  |[ ]  Yes |[ ]  No |
| 13 |  |  |  |  |  |[ ]  Yes |[ ]  No |
| 14 |  |  |  |  |  |[ ]  Yes |[ ]  No |
| 15 |  |  |  |  |  |[ ]  Yes |[ ]  No |
| 16 |  |  |  |  |  |[ ]  Yes |[ ]  No |
| 17 |  |  |  |  |  |[ ]  Yes |[ ]  No |
| 18 |  |  |  |  |  |[ ]  Yes |[ ]  No |
| 19 |  |  |  |  |  |[ ]  Yes |[ ]  No |
| 20 |  |  |  |  |  |[ ]  Yes |[ ]  No |

### Additional Elective Options (if applicable)

| # | Course Acronym | Course # | Course Title | Credits | Goal Area(s) | Currently Using OER? |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |[ ]  Yes |[ ]  No |
|  |  |  |  |  |  |[ ]  Yes |[ ]  No |
|  |  |  |  |  |  |[ ]  Yes |[ ]  No |
|  |  |  |  |  |  |[ ]  Yes |[ ]  No |

## Other

Is there any other information you wish to share in support of this interest application?

Click or tap here to enter text.

## Project Timeline

| Wednesday, September 16, 2020 | Interest Applications Disseminated |
| --- | --- |
| Wednesday, September 30, 2020 | Z-Degree Project Information Session (for faculty, staff, and administrators) |
| Friday, October 16, 2020 | Interest Applications Due |
| Monday, October 27, 2020 | Z-Degree Project participants announced |
| Friday, November 13, 2020 | Z-Degree Project funds disbursed to campuses |
| Friday, December 16, 2020 | Campuses submit spring work plans for Z-Degree course conversions |
| Friday, May 14, 2021 | Z-Degree course conversions complete |
| Fall 2021 | Z-Degree courses offered to students |

| **Statement of Understanding/Assurance Verification** |
| --- |
| I verify that I have thoroughly reviewed the information included within this application and have submitted the appropriate documents required as a part of the application process. I understand that if this Z-Degree project is funded, my college/university will be responsible for creating a Z-Degree in accordance with both this application and recent legislation. My signature below certifies that the information provided accurately describes the project and the commitment of my institution. |
| Minnesota State President’s Signature: |
| Minnesota State President’s Name and Title (printed):Click or tap here to enter text. | Date: Click or tap here to enter text. |
| Supporting Administrator Signature: |
| Minnesota State Administrator’s Name and Title (printed):Click or tap here to enter text. | Date:Click or tap here to enter text. |

## Submitting Your Application

*Please submit your application online at:* <https://mnscu.co1.qualtrics.com/jfe/form/SV_6WE89nrD1xXCZAF>

## Questions?

*For questions related to the completion of this application, email Stephen Kelly, Open Education and Innovation Program Coordinator, at* *stephen.kelly@minnstate.edu**.*

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