



**NOTICE OF PROPOSED RULEMAKING  
CALIFORNIA CODE OF REGULATIONS, TITLE 5, REGARDING  
BURDEN-FREE ACCESS TO INSTRUCTIONAL MATERIALS**

**45-Day Notice published September 9, 2024**

NOTICE IS HEREBY GIVEN, pursuant to Chapter 2 of the California Community Colleges Board of Governors Procedures and Standing Orders, that the Board proposes to adopt the regulatory action described below after a public hearing, and consideration of all comments, objections, or recommendations received regarding the proposed regulatory action during the public comment period, which closes on October 24, 2024.

**BOARD OF GOVERNORS PUBLIC HEARING**

A public hearing will be held during the next regularly scheduled Board of Governors (Board) meeting on September 23, 2024. The meeting will be held in-person in San Bernardino. Members of the public may participate in-person or virtually through the streaming platform.

**In-Person Participation**

San Bernardino Valley College  
Business Building (Room B-100)  
701 S. Mt. Vernon Avenue  
San Bernardino, CA 92410

[San Bernardino Valley College Maps and Directions.](#)

**Virtual Participation**

Information on virtual participation is available at the following link.

<https://www.cccco.edu/About-Us/Board-of-Governors/Meeting-schedule-minutes-and-agendas>

All Board meetings are held in locations that are open to the public and wheelchair accessible. Other disability-related accommodations, such as alternate media materials, sign language interpreters, or real-time transcription, may be provided to persons with disabilities upon request. Persons requesting such accommodations should notify the Board Liaison at [ccastro@cccco.edu](mailto:ccastro@cccco.edu), (916) 323-5889, no less than five business days prior to the meeting.

### **Public Comments at the Board Meeting**

Members of the public seeking to comment on the proposed regulatory action at the Board meeting should refer to the Board's agenda for information on how public comment on Board items will be received. The [Board's agendas](#) are available here: <https://www.ccccco.edu/About-Us/Board-of-Governors/Meeting-schedule-minutes-and-agendas>.

### **WRITTEN COMMENT PERIOD**

Any interested person may submit written comments relevant to the proposed regulatory action. To help ensure comments are understood as they are intended, we suggest that they clearly identify the proposed regulatory action that each comment addresses, with reference to specific section and subparagraph numbers where appropriate. Please arrange comments in the same order as in the proposed regulatory action. Comments should be addressed to:

Regulations Coordinator  
California Community Colleges  
Chancellor's Office  
1102 Q Street, Suite 4550  
Sacramento, CA 95811-6549  
[regcomments@cccco.edu](mailto:regcomments@cccco.edu)

Comments must be received by the Regulations Coordinator prior to 4:00 p.m. on October 24, 2024. All written comments received by Chancellor's Office staff during the public comment period are subject to disclosure under the Public Records Act.

### **CHANGES OR MODIFICATIONS TO PROPOSED TITLE 5 AMENDMENTS**

Following the public hearing and considering all timely and relevant comments received, the Board of Governors may adopt the proposed regulatory action substantially as described in this Notice or may modify the proposed regulatory action if the

modifications are sufficiently related to the original text. With the exception of technical or grammatical changes, the full text of any modified proposed regulatory action will be subject to a second 15-day notice period prior to its adoption at a subsequent Board meeting.

## **INFORMATIVE DIGEST**

The California Community Colleges have a long-standing policy of full and open access to ensure that higher education is available and affordable for everyone. While existing infrastructure successfully delivers comparatively low tuition rates, generous tuition waivers, and some financial aid, these measures are outmatched by ever-increasing non-tuition expenses. In particular, the burden associated with accessing instructional materials required for course and program participation—textbooks, supplemental materials, and supplies—weighs heavily on students, particularly on the most marginalized, exacerbating inequity in their access to and success in higher education.

As an important strategy to advance the Board of Governors' July 2023 Resolution on Instructional Material Affordability, this regulatory action aims to prioritize the alleviation of student burdens related to acquiring required instructional materials before their required use, highlighting the importance of first day access to zero-cost resources, and institutionalizing student-centered best practices across the system. The attached Burden-Free Access to Instructional Materials draft regulation text has been updated in response to feedback provided by the Student Senate for California Community Colleges, Academic Senate for California Community Colleges, Chief Instructional Officers, Chief Student Services Officers, and the Consultation Council's comments during the May 16 and Aug. 15, 2024, meetings.

## **ESTIMATED COST OR SAVINGS OF PROPOSED AMENDMENTS**

The estimated cost or savings attributable to the proposed regulatory action are anticipated to be as follows:

Mandate on local agencies or community college districts: *None*.

Cost or savings to state agencies: *None*.

Costs to local agencies or community college districts for which reimbursement would be required pursuant to part 7 (commencing with section 17500) of division 4 title 2 of the Government Code: *None*.

Other non-discretionary cost or savings imposed on community college districts: *None*.

Cost or savings in federal funding to state agencies: *None*.

## **CONTACT PERSON**

Inquiries concerning the content of these regulations may be directed to the Regulations Coordinator, at [regcomments@cccco.edu](mailto:regcomments@cccco.edu).

## **TEXT OF PROPOSED REGULATIONS AND CORRESPONDING DOCUMENTS**

Copies of the language of the proposed regulatory action, and all of the information upon which the proposal is based, may be obtained online at:

[Office of General Counsel - Pending Regulatory Action](#)

Those who receive the Board of Governors Agenda package for the September 23, 2024, meeting can find a further description of the proposal and the full text of the regulatory action. You may also request a copy of the proposal from the Regulations Coordinator using the contact information provided above.