

SRJC Textbook & Instructional Materials Committee

Presentation on Faculty Adoption of Textbook &
Instructional Materials

Process

Bookstore

- Sends request to faculty via SIS, email, or walk-in.
- If request not received by a certain date, auto-adoption of titles if the section and instructor matches a previous semester to the upcoming semester.

Faculty

- Receives email from Bookstore.
- Submits request to SIS or emails Bookstore directly or walks into Bookstore.

Students

- Searching online for cost of required textbook & materials *before* enrolling.
- Special Programs have limited funds for T & IM. Used as a voucher at the Bookstore.
- Can sell books to bookstore during Finals Week if title is adopted.

Spring Adoptions
Due

OCT. 31

Timeline



Example of Email to Faculty and Associate Faculty

Hello faculty!

I hope your semester is going well. Your Bookstore is reaching out to request your Fall 2024 course adoptions. Below are the easy ways to submit your adoptions. Also, check out the different savings options available to you and your students.

Adoptions

Please submit your Spring 2025 textbooks and supplies list by **Monday, November 1, 2024**, so that textbook information for your courses is listed on our website as students sign up for Spring classes. Below are the easy ways to submit your adoptions list. The first two options auto-forward your information to Library Reserves and Disability Resource Department.

- Via your Faculty Portal : https://portal.santarosa.edu/SRWeb/SR_FacultyCourseAdoption.aspx?Semester=20247
- Via your Instructor Schedule Page:
- Send a direct [email here](#) to Nolan Howe, our textbook manager. This link produces an email specific to your submission. If you want your materials list to be automatically re-adopted every Fall semester, please note it on the email. We kindly request that you do not reply to this email as it connects all faculty replies in one very long email chain.
- Submit in-person at the Santa Rosa Bookstore with Patty Asakura or at the Petaluma Bookstore with Bob Eckman.

Textbook Savings Options

- [Open Education Resources \(OER\)](#) provide alternatives to traditional publisher textbooks. [Creative Commons](#) enable the delivery of content that otherwise have copyright restrictions. Check out your [SRJC Libraries Resource Guides](#) for more information. If you are using an OER material, you still need to submit the information to the Bookstore so that we can post it on our website. We will also work with the Library Reserve to ensure there is a printed version of the material for students to borrow.
- Custom CoursePacks allow faculty to create their own materials instead of using a traditional publisher textbook. You can also use up to 10% of a textbook and combine multiple texts into one coursepack. Our publishing partner, [LAD Custom Publishing](#), will negotiate copyright fees with content providers and provide a quote before printing. If you are interested in creating your own custom coursepack, let us know via [email](#).
- Have you been using the same title and edition every semester? Let us know! We will automatically auto-adopt your title to your section every semester, and make sure that it is available to rent as an option.

Current/old textbook adoption website

Instructor,
Please fill out this form to include any books and materials you will use for this section. Enrollment estimates are sent automatically.
Supplies are course materials that are not read but may be necessary and/or recommended for students. Common supplies include safety gear, supply kits, art mediums, calculators, etc.
Please remember, you must click finalize after you have entered all the course material you will use for this section and are ready to have the bookstore start processing your request.
You may unfinalize your course adoption form up until it has been marked as processed.
[View your Fall 2024 schedule.](#)
[View the open course adoption form For Spring 2025](#)

Semester:	Fall 2024
Course:	
Section:	<input type="text"/> <input type="button" value="Verify Section"/>
Instructor:	Hsu L
No Books Required:	<input type="checkbox"/>
OER Materials:	<input type="checkbox"/>
OER Material Notes/URLs:	<div style="border: 1px solid gray; height: 100px;"></div>
Instructor notes to bookstore:	<div style="border: 1px solid gray; height: 100px;"></div>

Bookstore LMS Integration

The screenshot shows the 'My Courses' page in Follett Discover. The user is viewing 'Open Adoptions' for the 'Upcoming Term / Summer 2024'. A sidebar on the left contains navigation options: 'Open Adoptions', 'Submitted Adoptions', and 'Message Center'. The main content area shows a course selection for 'BIO 101A Intro to Biology'. Below this, there is an 'Adoption List' with 2 items. The list includes 'Principles of Biology' and 'Biology: The Core'. At the bottom, there are buttons for 'No Materials Required', 'Using OER Material', and 'Adopt Selected Items (2)'.

My Courses Term

Upcoming Term / Summer 2024

Open Adoptions

We've curated adoption lists based off previous selections to help you get a head start.

Biology

BIO 101A
Intro to Biology

BIO 1320
Modern Biology I, Molecules, Cells, and Physiology

BIO 1331
Organismal Biology

BIO 101A
Intro to Biology

BIO 1320
Modern Biology I, Molecules, Cells, and Physiology

BIO 1331
Organismal Biology

BIO 101A
Intro to Biology

Adopt by Course | Adopt by Section (3)

Access Program Not Enrolled | Manage

Adoption List 2 Items

Search & Add Materials

2 Selected

TITLE	ISBN	EDITION	USAGE	
<input checked="" type="checkbox"/> Principles of Biology Eric Widmaier, Linda Graham, Peter St...	9781266826221	2nd	Required	View
<input checked="" type="checkbox"/> Biology: The Core Eric J. Simon	9780135271650	3rd	Choice	View

No Materials Required | Using OER Material

Adopt Selected Items (2)

The screenshot shows the mobile version of the Follett Discover interface. It displays a notification for 'Adoptions due 04/01/2024'. Below this, the details for 'ACCT3020 Intermediate Accounting' are shown, including a 'Section 1' with the title 'Intermediate Accounting' and author 'David Spiceland, Mark Nelson, Wayne Thomas and Jennifer Winchel'. The details include the edition (11th), ISBN-13 (9781264134526), format (Digital), publisher (McGraw Hill), and starting price (\$50.00). A 'View & Confirm' button is visible at the bottom.

Follett DISCOVER
Follett University

It's time to adopt next term's course material.

We've made it easy for you to quickly readopt your course material based off your last selections. Here's a preview of your most recent course material adoptions.

Adoptions due 04/01/2024

ACCT3020
Intermediate Accounting

Section 1

Intermediate Accounting
David Spiceland, Mark Nelson, Wayne Thomas and Jennifer Winchel

Edition: 11th
ISBN-13: 9781264134526
Format: Digital
Publisher: McGraw Hill
Starting Price: \$50.00

View & Confirm

Follett
HIGHER EDUCATION

Contact Us
bookstore@follettuniversity.edu

When Follett Discover is integrated with Banner, adoption will be more efficient and streamlined. Previous adoption records will be available per course/section. Faculty can click and edit titles they want to re-adopt, or report if course/section has no materials required or uses OER materials. Mobile version will also be available.

Bookstore Receives SIS Adoption

Bookstore

Course Import | Course Adoption

Semester: Finalization Status: Finalized Not Finalized Show Processed Only

> Instructor	Course	Section	Enrollment Estimate	Email	No Books Required	Book Count	Supplies Count	OER Materials	Date Finalized	Date
Darji, Kruti J	MATH27	2494	28	kdarji@santarosa.edu		1	0		6/27/2024	6/27/2024
Darling-Facio, Pamela A	CS60.11B	1977	34	pdarling-facio@santarosa.edu		1	0		8/17/2024	8/17/2024
Darling-Facio, Pamela A	CS63.11A	2160	34	pdarling-facio@santarosa.edu		2	0		4/8/2024	4/10/2024
Darling-Facio, Pamela A	CS61.11B	1324	34	pdarling-facio@santarosa.edu		2	0		4/8/2024	4/10/2024
Darling-Facio, Pamela A	CS61.11B	0720	34	pdarling-facio@santarosa.edu		2	0		4/8/2024	4/10/2024
Darling-Facio, Pamela A	CS61.11A	1321	34	pdarling-facio@santarosa.edu		2	0		4/8/2024	4/10/2024
Darling-Facio, Pamela A	BBK53.2	1654	30	pdarling-facio@santarosa.edu		2	0		4/8/2024	4/10/2024
Davis, Justin S	MATH9	1085	28	jdavis3@santarosa.edu	X	0	0	X	7/1/2024	7/2/2024
Davis, Justin S	MATH15	1092	28	jdavis3@santarosa.edu	X	0	0	X	7/1/2024	7/2/2024
Davis, Justin S	MATH15	2050	28	jdavis3@santarosa.edu	X	0	0	X	7/1/2024	7/2/2024
Davis, Justin S	MATH2	1632	28	jdavis3@santarosa.edu	X	0	0	X	7/1/2024	7/2/2024
Delcarlo, Debra L	DH80	0667	24	ddelcarlo@santarosa.edu		1	0		3/21/2024	3/21/2024
Demmitt, Brittany A	MICRO5	1741	24	bdemmitt@santarosa.edu		2	0		3/28/2024	3/28/2024
Demmitt, Brittany A	MICRO5	1054	24	bdemmitt@santarosa.edu		2	0		3/28/2024	3/28/2024

Processed

Books | Supplies | OER Materials | Instructor Notes | Bookstore Notes

Books

Author	Title	Publisher	ISBN	Edition	Required	Recommended	Choice	Suggested
Lial, Homsby, Rocksw...	A graphical approach to Algebra ...	Pearson	9780137399925	7	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Author: ISBN: Required

Title: Edition: Recommended

Publisher: Choice

Suggested

Quantity Requested:

Bookstore Procurement

Item Information		Additional Information	
Chemistry			
Zumdahl			
Edition Note	(OE)		
ISBN/EAN	9781305957404		
UPC	N/A		
SKU	018020271		
Duration	N/A		
Download Provider	N/A		
Book Class	1 - Basic College Text		
New	\$354.25	Used	\$265.75
Inv New	0	Inv Used	20
Pre-Priced	No	COPAR	No
List/Net	Net		

Term	Total	Transacted/AE	Actual QTC	QTC%
Summer 2025	0	0%	0	0%
Spring 2025	0	0%	0	0%
Fall 2024	5	11%	7	71%
Summer 2024	0	0%	0	0%
Spring 2024	2	5%	7	29%
Fall 2023	12	9%	26	46%
Summer 2023	4	17%	6	67%
Spring 2023	21	14%	22	95%
Fall 2022	62	33%	76	82%
Summer 2022	10	32%	10	100%
Spring 2022	26	28%	39	67%
Fall 2021	31	31%	48	65%
Summer 2021	5	29%	10	50%
Spring 2021	12	25%	12	100%
Fall 2020	9	11%	20	45%
Summer 2020	0	0%	0	0%
Spring 2020	52	22%	53	98%
Fall 2019	0	0%	79	0%

Store ordering based on previous term's total sales vs actual enrollment

Total = Total Quantity Sold

Transacted/AE = % Quantity Sold to Actual Enrollment Across All Sections

Actual QTC = Quantity Bookstore Needs In Inventory

QTC% = % Quantity Sold to Inventory Need

Bookstore Pricing

Chemistry 9781305957404

Book Type	Price	Savings	% Savings
New Retail	\$354.25	-	-
Used Retail	\$265.75	\$88.50	25%
Rental New	\$230.26	\$123.99	35%
Rental Used	\$148.79	\$205.46	58%
Ebook	\$86.49	\$267.76	76%
Inclusive Access	\$53.43	\$300.82	85%

Print books at purchased at full retail value is the most expensive option. Savings are at the end of the semester when students sell books back during Buyback.

Rental books are 40%-60% off purchase price. Savings are upfront and books are due back at the end of the semester.

Digital Ebooks are 40%-70% off purchase price depending on length of access. Length varies from 120 days, 180 days, 365 days, or purchase – depending on publisher's copyright.

Inclusive Access is cheapest option. Student savings is upfront and material is ready on first day of class. Savings up to 85% off full retail value.

Term	Campus	Dept	Course	Section	Instructor	Title	New Price	Publisher	IA Student Price	IA Savings	Total Savings for Class on IA
Fall 2024	Santa Rosa Junior College Bookstore	CHEM	3A	0986	Janice Crowley	Chemistry	\$354.25	Cengage Learning	\$53.43	\$300.82	\$14,138.63
Fall 2024	Santa Rosa Junior College Bookstore	CHEM	3A	0986	Janice Crowley	Chemistry	\$354.25	Cengage Learning	\$111.56	\$242.69	\$11,406.31
Fall 2024	Santa Rosa Junior College Bookstore	CHEM	3A	0986	Janice Crowley	Chemistry	\$354.25	Cengage Learning	\$111.56	\$242.69	\$11,406.31
Fall 2024	Santa Rosa Junior College Bookstore	CHEM	3A	0986	Janice Crowley	Chemistry	\$354.25	Cengage Learning	\$128.44	\$225.81	\$10,613.19
Fall 2024	Santa Rosa Junior College Bookstore	CHEM	3A	0986	Janice Crowley	Chemistry	\$354.25	Cengage Learning	\$128.44	\$225.81	\$10,613.19
Fall 2024	Santa Rosa Junior College Bookstore	CHEM	3A	0986	Janice Crowley	Chemistry	\$354.25	Cengage Learning	\$176.25	\$178.00	\$8,366.00



Presented by TIMC Members: Andre Jimenez, Leon Hsu and Hilleary Zarate