

Textbook and Instructional Materials Committee Meeting Agenda

Friday, October 25, 2024 at 2pm – **No Quorum, see notes below**

ITEM (Led by...)	Action
<p>I. Call to Order, Housekeeping, Introductions. (All)</p> <p>Today's notetaker: Kristen Dalby Identify Facilitator, if not done by email.</p>	<p>In attendance: Andrew Simmalaychanh, Kruti Darji, Leon Hsu, Andre Jimenez, Katrina Rahm, David Rau, Hilleary Zarate</p>
<p>II. Action: Approval of Minutes (All)</p> <p>Approve 10/11 Meeting Notes</p>	<p>Postpone to 11/8</p>
<p>III. Inclusive Access Background (Canon, former faculty chair of TIMC)</p> <p>As the committee considers a thoughtful recommendation to Academic Senate on Inclusive Access, we want to make sure the committee has all the information it needs. To provide some background, our former TIMC faculty chair is presenting the Academic Senate Report on Inclusive access from TIMC from May 2020.</p> <p><i>PDF of report is attached in meeting materials email.</i></p>	<p>Postpone to 11/8</p>
<p>IV. Textbook adoptions Process (Leon, Andre, and Hilleary)</p> <p>Do we have any action items or recommendations after the presentation from our meeting on 10/11?</p>	<p>Secondary email will be sent to faculty extending deadline to November 12th for faculty to submit textbook adoptions for Spring 2025. Class Schedule will be published by 11/5.</p>
<p>V. Academic Senate Committee Report Due</p> <p>We would need to file a written report and present highlights at Academic Senate. Deadlines and committee actions needed:</p> <p>Committee actions for discussion:</p> <ol style="list-style-type: none"> 1. What do we want to include in the report? 2. Are there any recommendations we want to make? 3. Who do we want to present? Should this be a faculty member? 4. What date for submission do we want to set as a goal? <p>Deadlines and Dates from Senate:</p> <ul style="list-style-type: none"> • November 20, 3:15-5:00 p.m. – Friday, November 15th by Noon • December 4, 3:15-5:00 p.m. – Wednesday, November 27th by Noon <p><i>Email request from Academic Senate is attached in meeting materials email.</i></p>	<p>Postpone to 11/8</p> <p>Presentation with Bookstore and Faculty about Textbook adoption process and quick overview of Inclusive Access. (To be edited!)</p>
<p>VI. Adjournment and Items for future agendas</p>	

<ul style="list-style-type: none">• Update on Library Services related to Instructional Materials• Future: understand guidelines, policy and regulation related to Instructional Materials• Future of Bookstores – Changes in publishing world and impact on SRJC• Future: Burden-Free Access to Instructional Materials• Textbook Adoption Form	
--	--

Notetaker Rotation:

- Kristen Dalby
- Kruti Darji
- Anne-Marie Donnegan
- Anne Donnely
- ~~Leon Hsu~~
- Andre Jimenez
- Vanessa Mondragon
- Mary-Catherine Oxford
- Bob Peterson
- Katrina Rahn
- David Rau
- Andrew Simmalaychanh
- Hilleary Zarate