

Textbook and Instructional Materials Committee Meeting Agenda

Friday, November 11, 2024 at 2pm

ITEM (Led by...)	Action
<p>I. Call to Order, Housekeeping, Introductions. (All)</p> <p>Today's notetaker: Anne Donegan</p>	<p>In attendance: Kris Dalby, Kruti Darji, Anne Donegan, Leon Hsu, Andre Jimenez, Mary Catherine Oxford, Robert Peterson, Katrina Rahn, David Rau, Hilleary Zarate</p> <p>Guest: Canon Crawford</p>
<p>II. Action: Approval of Minutes (All)</p> <p>Approve 10/11 & 10/25 Meeting Notes</p>	<p>The 10/11 minutes were approved with the edits of correct spellings of committee members and the addition of explaining the auto-adoption practice by the bookstore and that a request was made to bring auto-adoption to the Academic Senate.</p> <p>The 10/25 minutes were approved. This meeting did not have a quorum.</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>Former TIMC chair Canon Crawford presented a proposal that was first created in 2020. Canon pointed out the potential positives for students: cheaper access to digital copies of books. Possible negative for students: feeling pressured to buy at registration and confusion over opt-in or opt-out practices.</p> <p>Committee members expressed concern that this wasn't in the best interest of the students economically and that this process was not going smoothly at other colleges.</p> <p>A motion was made by A. Donegan to reject considering Inclusive Access at this time. K. Rahn seconded this motion.</p> <p>Vote: 5 Yeas, 2 Nays, 1 Abstention</p> <p>The motion passes.</p>
<p>IV. 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>The committee decided to report to the Academic Senate at the December 4th, 2024 meeting. An outline of the report is</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>due to ASEC by November 27, 2024. Mary Catherine Oxford and Katrina Rahn will make the report to the Senate. Possible topic items:</p> <ul style="list-style-type: none"> --Auto-Adoption of texts by bookstore --ZTC Coordinator --Passing on Inclusive Access --No Faculty Chair --Future of the Bookstore --Committee Charge
<p>V. Faculty Chair Vacancy – Anyone interested or has questions?</p>	<p>Duties of chair: Agenda</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 Donnelly
- ~~Leon Hsu~~
- Andre Jimenez
- Vanessa Mondragon
- Mary-Catherine Oxford
- Bob Peterson
- Katrina Rahn
- David Rau
- Andrew Simmalaychanh
- Hilleary Zarate