

# Textbook and Instructional Materials Committee Meeting

## Notes

Friday, February 23, 2024

ITEM (Led by...)	Time
<p><b>Discussion</b> – TIMC is reconvening after a short hiatus. The committee came together to discuss the request made to College Council in October. College Council has not yet taken any action on the request. As explained in fall, College Council is focusing on process improvement prior to modifying the charges or membership of individual committees.</p> <p>The committee reviewed the charge of the committee and came to the conclusion that the charge for TIMC is appropriate. However, the ability for the committee to complete this charge has been challenging. The committee is interested in refining their request to College Council to focus on the following:</p> <ul style="list-style-type: none"><li>▪ Modifying Committee Appointments</li><li>▪ Clarification of Committee reporting structure – who do we report to?</li></ul>	
<p><b>Draft Committee Membership:</b></p> <p>3 Administrators (VP of Finance and Admin Services or designee, Academic Dean, and Dean of Disabled Students Programs and Services or designee) 5 Faculty from diverse disciplines (1 AFA, 4 Academic Senate) 4 Classified (including 1 Course Reserves Library Tech) 2 Students 1 Ex-Officio (Bookstore Director)</p>	
<p><b>OER Liaison Report (Jen)</b></p> <p>No report – Jen absent.</p>	
<p><b>Adjournment and Future Agenda Items</b></p> <p><b>Future agenda items:</b></p> <ul style="list-style-type: none"><li>▪ Textbook pricing through Bookstore – high variance compared to other institutions.</li><li>▪ Committee Composition and reporting structure</li></ul>	