Brief History of Issue - why the issue is being considered:

In our continued review of Chapter 7 of the Faculty and Academic Staff Handbook, the Academic Policies Committee considered the section regarding textbooks and other instructional materials (p. 6 in Chapter 7). While most of this section describes procedures for ordering, discarding, and replacement of rental textbooks and the purchase of consumable items such as laboratory manuals, one paragraph deals with the purchase of supplementary books. This paragraph has apparently not been approved by the shared governance structure as a policy. The paragraph says that instructors may recommend that students purchase supplementary books. However, if they require the purchase of supplementary books, the books must be available in the Library for students to use. The Academic Policies Committee believes that this statement should be a policy formally approved by shared governance.

Points Discussed by Committee:

Overall expenses that students incur through tuition and fees

Not requiring the purchase of supplementary books would alleviate some of the financial burden on students

Pros of Recommendation:

The proposed policy reduces somewhat the cost of instructional materials for students

The proposed policy enables the Library to require the return of books that are needed by students in courses

Cons of Recommendation:

The cost of supplementary books has been and will be borne by Departments/Library

Technology/Human Resource Impact:

Currently departments provide lists of supplementary books to the Bookstore. These are forwarded to the Library. No additional technology/staff time will be required.

Committee Recommendation:

The Academic Policies recommends that if instructors require the purchase of supplementary books, such books should be available to students through the Library.
MOTION FOR THE UNIVERSITY SENATE

The University Senate Committee: Academic Policies

by a vote of __9__ for to __0__ against on __March 16, 2010__ (Date)

Recommends that

The following policy be approved:

If an instructor requires the use of a book not provided through the Instructional Resources Rental Department, at least one copy of the book must be available in the Library for general use.

Implementation Date: upon approval

Signed: __Barbara Lozar _______
Chair of the Committee

Send to: University Senate Office