

TEXTBOOK AFFORDABILITY TASK FORCE

Approved Minutes April 9, 2010

Ocean Campus, Rosenberg Library Room 518

Submitted by Don Newton, approved on April 30

The meeting began at 1:00 PM

Present: MEMBERS: Don Newton, Deena Samii, Karen Saginor, Katherine Gelardi, Katryn Wiese, Ray Gamba, Ryan Vanderpol, Wendy Owens, and GUEST: Teandra Johnson, AS Bookloan Student Worker

Minutes: Minutes for Feb 26 and March 19 were reviewed and approved without objection. Don Newton agreed to keep future minutes.

- SURVEY – When we do surveys in the future we must consider if non-credit students are included in the e-mail addresses. Also we should ask students to identify themselves as credit or non-credit in addition to the question about credit or unit load being taken. For the most part affordability issues affecting credit students equally affect non-credit. Don pointed out that, in the bookstore, fewer non credit classes have books and even those are substantially less expensive than books used in credit courses. By focusing on the very costly credit books any recommendations are likely to impact non-credit to some extent. We do need to be aware of non-credit class issues where they do not coincide with affordability recommendations directly impacting credit classes. Ray Gamba agreed to tabulate the results of the survey.
- TEXTBOOK ADOPTION TIMELINES – We should highlight the potential cost savings to students when faculty get their textbook information is as close to the published due date as possible. Don agreed to make clear reference to that in the various broadcast e-mails he sends to faculty during the weeks immediately preceding and following the due dates each semester.
- FACULTY DESK COPIES - generally discussed the idea of trying to encourage faculty to donate unneeded and unsolicited review copies and desk copies to students or student groups. The library wants current editions of books used at CCSF. This topic will be revisited.
- TEXTBOOK PRICE NEGOTIATIONS – prices of textbooks and solicitation of desk copies are things that faculty could negotiate with publishers. How to do this and things that can be negotiated could be a subject for a flex day presentation or other type of workshop. Ray and Katryn will start a sub group to work on this, and on other tips and tools for instructors to help lower textbook prices.
- LIBRARY RESERVE – Putting books on reserve may be a way to save students money. There are various ideas on how to get more books on reserve and which books to place on reserve and how to obtain books for reserve. The library has limited space so they need to be prepared to handle many more books if more teachers use this venue. Wendy & Karen will form a sub group to present some recommendations on this.
- PROGRAM REVIEW – Perhaps a question of what departments are doing to address textbook affordability could be included in the program review process.
- OER – Open Educational Resources and similar free or low cost materials may have a place in City College. The Associated Students would like to promote their use by directly marketing to faculty. There was much discussion on how to market textbooks to faculty, including the timelines for decision making. The AS is committed to trying and the task force encouraged them to proceed with the recommendation that they first approach the Department Chairs.
- WEB SITE – Katryn agreed to handle making this site look good and be a useful tool for the task force and, eventually, for the textbook using community of City College. Ideas and links should be sent to her.

The meeting Adjourned at 2:40 PM