

Textbook Affordability Task Force
Friday October 1st, 2010
Cloud Hall Room 334
Minutes

Meeting Started at 1:05 PM – Adjourned at 3:05 PM

Present: Don Newton, Katryn Wiese, Ray Gamba, Anne VanDerslice, Rauf Ibraginov, Deena Samii, Lisa Chen, Nini, Katie Gelardi, Teandra Johnson, Karen Saginor (at 2:30)

1. Discussion of preliminary results of Instructor Survey on Textbook Affordability (148 survey submissions to date). We reviewed some preliminary trends and discussed ways to increase participation through repeated e-mails AND City Currents article.
2. Review and Accept Minutes from September 17
Minutes finalized and approved. Posted on web site
3. Survey of Students on textbook Affordability - review Comments
 - a. General discussion about comments seen
 - b. Decided that each person who had comments would summarize the topics and send the results to ray Gamba
 - c. Post these comments on the web site with a more thorough results page for Student Survey
4. Review of the website (www.ccsf.edu/tatf)
 - a. Katryn walked the group through the web site
 - b. Discussed concept of adding an open comments section for people to make affordability suggestions
 - c. Encouraged task force members to look at the site often and send comments and suggestions to Katryn
 - d. In the long term monitoring of the web site needs to become a part of the regular routine of some shared governance committee
 - e. Discussed need for images – and thanks to Wendy Owens for coordinating a few of them to be taken. Need more!
5. Report for Board of Trustees Due Oct 18 for the Oct 28 board meeting.

- a. We plan to have a visual presentation which will include a live web site demo
 - b. Don will write up the report and send to all for review at next meeting (Oct 15)
 - c. Report needs to include our plan for continuation of the project once the task force ends.
6. Future meetings – Potential dates: Oct 15, Nov 19, Dec 10
 7. Potential Open Forums on Textbook Affordability.
Still not certain what or when. This may be a means to let all the college know about our work and demonstrate a priority. Suggested to have panel discussion of what's available (student, instructor, department chair, bookstore).
 8. Other Business –
Discussed a role for the Academic Senate in institutionalizing the work of the task force.

Minutes approved and accepted
October 15, 2010
Don Newton, Chair