

TEXTBOOK AUTO ADOPTION POLICY

Division: Academic Affairs

Policy Statement

In accordance with HB 110 Section 733.20, if textbooks and/or course materials are not selected by the first day of class registration, then the faculty member is deemed to have selected identical materials (i.e. same title and edition) from the prior semester offering of the course.

Policy Details

Consistent with requirements in the federal "Higher Education Opportunity Act of 2008" the College shall, to the maximum extent practicable, disclose required and recommended textbooks no later than the time at which students can first begin to register for a course.

Procedures

Academic deans will oversee the adoption of textbooks and course materials. Faculty will be responsible for identifying textbooks and course materials that meet instruction standards at an affordable cost.

Resources

Documentation

Definitions

Term Definition

<i>CASA</i>	Council for Academic and Student Affairs

<i>Date</i>	Policy/Procedure or Entire Document	Notes (Types of Actions)	**Approved by
3/17/2022	Entire Document	Issued	William Taylor - CASA Chair
4/18/2023	Entire Document	Transferred to new policy template- no revisions	William Taylor, VPAA, CASA Co- Chair
11/18/2024	Policy	Reviewed and Approved by BOT 11.18.2024	Board of Trustees

**Full name of CASA Committee Chair, signatory, or designee

Effective Date: 5/2022

Next Review Date: 3/17/2028