

Textbook and Instructional Materials Committee Meeting Agenda

Friday, Feb 28th 2025 at 2pm

ITEM (Led by...)	Action
I. Call to Order, Housekeeping, Introductions. (All) Today's notetaker: Andre Jimenez	
II. Action: Approval of Minutes (All) Approve 1/24/25 Meeting Notes	
III. Bookstore: Introduction of Petaluma Bookstore Manager and Update on Textbook Adoptions (Andre) Guest: Devri Jones	
IV. Chair Duties Discussion Make sure committee website is accurate Solicit agenda items Create agendas and send out Facilitate discussion in meeting (Hilleary offered to assist with this) Maintain notetaker list Edit meeting notes and send with meeting materials. Anything else? Note: Shauna Hagerman keeps email list up-to-date and helps with website updates. She can also send meeting invites if the chair wants assistance	
V. Future of Bookstore Discussion Discuss Changes in publishing world and impact on SRJC	
VI. Adjournment and Review Items for future agendas <ul style="list-style-type: none"> <input type="checkbox"/> Update on Library Services related to Instructional Materials <input type="checkbox"/> Future: understanding guidelines, policy and regulation related to Instructional Materials <input type="checkbox"/> Future of Bookstores – Changes in publishing world and impact on SRJC <input type="checkbox"/> Future: Burden-Free Access to Instructional Materials <input type="checkbox"/> Textbook Adoption Form <input type="checkbox"/> Banner transition and impact to Textbook Adoption 	

Notetaker Rotation:

~~Kristen Dalby~~

~~Kruti Darji~~

~~Anne Marie Donnegan~~

Leon Hsu

Andre Jimenez
Vanessa Mondragon
Mary-Catherine Oxford
Bob Peterson
Katrina Rahn
David Rau
Andrew Simmalaychanh
Hilleary Zarate