

Textbook and Instructional Materials Committee Meeting Agenda

Friday, March 28th at 2pm

ITEM (Led by...)	Action
I. Call to Order, Housekeeping, Introductions. (All) Today's notetaker: Katrina Rahn	Meeting Facilitator: Hilleary Zarate Absent: Vanessa Mondragon, Mary-Catherine Oxford, Kris Dalby, Bob Peterson, Devri Jones
II. Action: Approval of Minutes (All) Approve 2/28/25 Meeting Notes	Next time. David Rau moved to approve. Katrina Rahn seconded.
III. Bookstore Updates (Andre and/or Devri)	Tabled.
IV. Framing Future of Bookstore Discussion (All) This is a large discussion that needs framing. Work as a committee to decide the purpose and goals of this conversation.	<p>Bookstore is experiencing lots of changes in publishing. Bookstore meets book needs but also other goods for dorm and students. Will publishing changes cause physical bookstore to be not necessary?</p> <p>Some other campuses have virtual bookstore. Question: Should it be shifted to other goods? Like a market?</p> <p>What does future look like if bookstore has more digital book demand?</p> <p>Consider needs of students.</p> <p>When does contract end? Contract runs 3-5 years. Starts Jan. 1, 2023. Ends Jan. 1, 2028</p> <p>Is there a way to poll about needs? Perhaps take to club day for discussion.</p> <p>Do students actually use bookstore for books? A few examples shared.</p> <p>Does this fit within our charge? It may be limited because we are not on negotiating team. If not within our scope, then may not be able to play a role.</p> <p>What aspects of this discussion would be in our charge?</p>

	<p>What is the value of TIMC being in contact with bookstore?</p> <p>Kate Jolley is the correct person for textbook decisions. Does Kate Jolley have a way to take feedback? Can we get clarity from Kate Jolley about how TIMC can participate in future bookstore changes?</p>
<p>V. Textbook Adoption Form – Recommend Changes (All)</p> <p>Continue discussion from last meeting. Vote on recommendations to change Textbook adoption form.</p>	<p>Recommend improvements to current form by recommending</p> <p>Motion: TIMC recommends changes to the SIS form/bookstore window to make it easier for faculty to use, including the following: 1. A way for faculty to copy textbook/ instructional materials requests from a previous semester 2. A way for the textbook/instructional materials requests to be applied to multiple sections.</p> <p>Leon moved. Anne seconded.</p> <p>Approved as written without objections.</p> <p>Hilleary will follow up with Mary-Catherine about the way forward.</p>
<p>VI. Review Items for future agendas – Do we want to add, prioritize, or remove any?</p> <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: Burden-Free Access to Instructional Materials Taskforce <input type="checkbox"/> Banner transition and impact to Textbook Adoption 	<p>What are our priorities for TIMC committee work?</p> <p>ZTC Community of Practice updates</p>

Notetaker Rotation:

~~Kristen Dalby~~

~~Kruti Darji~~

~~Anne Marie Donnegan~~

~~Leon Hsu~~

~~Andre Jimenez~~

Vanessa Mondragon

Mary-Catherine Oxford

Bob Peterson

Katrina Rahn

David Rau

Hilleary Zarate

Diego Lopez

