

Textbook Committee Agenda  
February 1, 2010

- I. Introduction of Committee Members
  - A. Welcome Student Senate Textbook Representative: Whitney Nielsen
  
- II. Old Business
  - A. Textbook committee Website
    - 1. Volunteer to put together/maintain “Important Links”
  - B. Book Swap
    - 1. Fall 2010: Whitney to organize with help from committee
    - 2. How to outreach to extended sites
  - C. HOEA
    - 1. Debbie: Update on meeting with Deans, Admin Assistant & Bookstore
    - 2. Faculty/Staff Awareness?
  - D. Follett Textbook Rental Program
    - 1. Update: Sean
  - E. Inviting administrator:
    - 1. Update: Heather
  - F. Decrease in on-time textbook adoptions
    - 1. Fall 2010 Adoption Deadline?: Sean
    - 2. Review Plan
      - a. *Include adoption deadlines in N2M a few weeks before the deadline (Lauren)*
      - b. *Send all faculty email reminders before deadline for adoptions (Heather)*
      - c. *Include adoption deadline on textbook committee website (Heather)*
      - d. *Follett host a deadline adoption open house at the bookstore (Sean)*
      - e. *Include textbook adoptions deadline banner on SC website (Debbie)*
  - G. OER Presentation
    - 1. Fall Flex Day?: Heather
  - H. Raising Awareness: Faculty & Student Orientations
- III. New Business
- IV. Date of Next Textbook Committee Meeting
  - A. Monday, March 1 11-12 Room 638