



Textbook & Instructional Materials Committee Meeting

Meeting notes, Oct, 21, 2021

(3:00 PM – 4:30PM, Zoom)

x	<i>(Faculty) Kristina Allende</i>	x	<i>(Co-chair) Allie Frickert</i>	x	<i>(Co-chair) Romelia Salinas</i>
x	<i>(Faculty) Ellen Caldwell</i>	x	<i>(Faculty) Jenny Leung</i>	x	<i>(Student Services) Gabi Quiroz</i>
x	<i>(Faculty) Monika Chavez</i>	x	<i>(Bookstore) Suzanne Luetjen</i>	x	<i>(Student rep) Susan Ramuco-Elicerio</i>
	<i>Replacement for Tony Rivas?</i>	x	<i>(EOPS) Julie Marquez</i>	x	<i>(Student rep) Chen Yu</i>

Item	Leader	Action Needed (discussion, decision, etc.)
Review minutes	AF	Reviewed and approved.
Academic Senate	AF	Discussion, presented to senate, there were some questions presented. Vote passed
SPEAC report (and inclusive access "First Day" issue)	MC	"First day" is access to materials on the day students register for a class or on the first day. Then students decide to opt out by a deadline. TIMC should develop pros and cons list provide faculty guidance on the "first day" option.

Item	Leader	Action Needed (discussion, decision, etc.)
		Student comments, opt in would be better for those who don't check emails and textbook preferred
Finalize Goals Vote to approve Mission and Goals	RS	Missions - reviewed, edits made and approved. Goals - reviewed, edits made, and approved.
<u>Bookstore info videos</u> The first is a General Demo video that is 3.30 min https://www.youtube.com/watch?v=rTnuv7X63y8 The second focuses on how to adopt a textbook and its about 3 min https://www.youtube.com/watch?v=d94J73pcoPs	AF	Wait for next meeting. 11.4.21
Webpage	GQ	Webpage has been updated, committee approved to publish.