TEXTBOOK AFFORDABILITY COMMITTEE

**Friday, 20 October 2017**

Milner Library 614A

**MINUTES** (Draft)

**Members Attending**: Patrick Broderick, Michaelene Cox, Beau Grzanich, Danielle Miller-Schuster, Heather Paterson, Jess Ray, Anne Shelley

**Absent:** Stephanie Gardiner-Walsh

**Call to Order:** 2:30

**Approval of the Minutes:** After friendly amendments, minutes of the 09/15/17 meeting were approved. After friendly amendments, minutes and the annual report from 2016-17 were approved as well.

**1. Introductions**

The committee welcomed Heather Paterson as a student representative. She is a sophomore nursing major.

**2. Structure of the Committee**

Academic Senate Bylaws state that three faculty must serve on the committee, with one faculty member also serving on the Senate. After resigning her senate seat this year, Michaelene was elected as a non-senator member to the committee at the 10/11/17 Faculty Caucus meeting. The Caucus could not fill the committee’s senate seat at that time and is considering suspending the rule for a senator this year and bringing in a non-senator faculty member. This has not been decided yet.

**3. Committee Reporting to Academic Senate**

As a reminder, the agenda, minutes and annual report for the committee must be sent to the Academic Senate after they are approved by a majority of the committee.

**4. Surveys**

A summary report of the student textbook survey was requested. Pat and Beau agreed to furnish the overview at the next meeting.

A survey was administered in spring 2017 to administrative heads of ISU academic departments. Stef presented an overview of findings last year, however the committee does not have a record of the results. Some members recalled that the number of respondents was very low and that information gathered from this survey did not really offer new insight. Michaelene will request the data from Stef.

**5. Website**

The committee now has a link on the Academic Senate website under the External Committees tab. Information such as committee members, agenda, and minutes will be posted to the website. This means that such documentation will not need to be sent directly to Senate. The website will have certain information that is public, while other information will be private. Updating the committee site requires designated access; Jess and Beau will assume responsibility for the time being in uploading materials.

**2.**

**6. Strategic Plan**

Creating a strategic plan is a priority for the committee at this time. Danielle suggested that the committee’s long-term goals be three-fold: to investigate, evaluate, and educate. Focus now will be on creating short-term objectives for the next 1-3 years. Committee student reps will draft those short-term objectives for the next meeting.

**7. Information Items**

It was suggested that we keep a record of publications or news items we run across in our minutes or on the website as resources for the future.

Anne announced that she will be conducting a workshop on Open Educational Resources on Oct. 26, primarily for library staff, but that committee members were invited. She will send an email out with details.

Beau announced that Academic Senate wants representation from every college at a meeting concerning open source textbooks.

**8. Agenda for Next Meeting**

The next meeting will be scheduled for a longer period so that the committee can more fully discuss the website and strategic plan. We will meet from 1-3 on November 10 in 614A.

**Adjourned:** 3:40

Respectfully submitted,

Pat Broderick

Co-Chairperson of the Textbook Affordability Committee