TEXTBOOK AFFORDABILITY COMMITTEE

**Tuesday, December 3, 2019**

1:00 p.m.

Milner Library, 311G

**Agenda**

**Members Attending**:

**Members Absent:**

**Call to Order:**

**Introductions:**

1. Welcome Joe Hendrix

**Action Items**:

1. Review and approve draft minutes from October meeting
2. Determine minutes taker

**Information Items**:

1. CTLT Symposium Poster (5 minutes)
	1. Draft file is in Teams - <https://bit.ly/2Y7Xcoa>. **Please review before tomorrow.**
	2. Suggest edits by noon on Thursday, 12/5 (File due to CTLT by December 6)
	3. Presenter(s)

**Discussion Items:**

1. Set meeting calendar for Spring 2020 (10 minutes). **Please bring your calendar tomorrow.**
	1. Consider 1.5 hour meetings?
2. Faculty survey (25 minutes)
	1. File in Teams - <https://bit.ly/35TAdQl>. **Please review before tomorrow.**
3. Revise and add questions
4. Distribution method
5. Timing
6. Review Textbook Policy revisions (10 minutes)
	1. Request from Dimitrios Nikolaou
	2. “The Academic Affairs Committee (I serve as the Chair for this calendar year) was reviewing the Textbook Policy yesterday and we would like to hear from the Textbook Affordability Committee if there should be any changes/modifications/additions to the proposed policy. I have attached the policy that was forward to the AAC without any of our comments so that we are not influencing the discussion within the TAC. I look forward to any suggestions the TAC may have on the policy. Thank you!”
	3. Files in Teams - <https://bit.ly/34OcRf6> and <https://bit.ly/2DG5v0Y>
7. Syllabus language from J. Pancrazio (5 minutes)
	1. File in Teams - <https://bit.ly/2OF5Asf>

**Announcements/Miscellaneous:**

**Adjournment:**