TEXTBOOK AFFORDABILITY COMMITTEE

**Wednesday, March 17, 2021**

3:00 p.m.-4:00 p.m.

Zoom

**Meeting Minutes (DRAFT)**

**Members Attending**:

Joshua Crockett, Michaelene Cox, Joe Hendrix, Julie Murphy, Anne Shelley, Euysup Shim, Pam Walden

**Members Absent:** Lauren Harris, Caleb Howard

**Guests Attending:** Amelia Noel-Elkins

**Call to Order: 3:01 pm**

**Action Items**:

1. Determine minutes taker – Anne/Joe agreed to collaboratively take minutes
2. Approve February meeting minutes – committee approved the minutes from the February meeting

**Information Items/Updates**:

1. Textbook website News article published
	1. The article is published. Emails that will be sent to specific individuals on campus are still to come. Anne worked with Rachel Hatch to have the news story appear on the website. Anne will try to access website data to gauge readership/reach of the news story and report back to the Committee on that data if available.
2. Milner
	1. Textbook swap meeting
		1. Expected to be a brainstorming meeting at this point. Anne reported that she and two others will be meeting on Monday, March 22. She anticipates that they will do some brainstorming and benchmarking of similar programs at other universities. She will report back at the next TAC meeting.
	2. Proposing library working group for affordable and OER
		1. Anne reported that 6-7 Milner personnel are proposing a new working group at Milner. If approved, there will be benefit to increasing the communication between that group and the TAC group on related efforts regarding textbook affordability.
	3. CARLI Counts – upcoming survey and focus groups
		1. Library received funding to purchase library e-books for some spring classes, 54 sections are participating. More to come from this group – Anne and Julie are involved.
3. Updates from other units/departments?
	1. Amelia – reported on additional funding options for students via CARE and HEERF. For HEERF, rather than have an application process for this round, the decision was made to award funds to students based on their EFC for the majority of the funds. However, an appeal process is still available for students who did not qualify via their EFC but have a low family income or extenuating circumstances that may apply. So, with the initial awards being disbursed some students may just now be getting $500-1000 in their pocketbooks which may help with accessing textbooks, paying down balances owed to student accounts, etc. However, those funds cannot be directly applied to any balances the student may owe – the money has to go to the student first.

**Discussion Items:**

1. Edits to TAC charge
	1. Revisions were made to the TAC charge back in 2018. Anne shared the current document with changes tracked, which included suggested edits from the Rules Committee.
	2. Anne asked for feedback from the TAC group on this document, while also sharing comments from the Rules Committee chair regarding the make up of the TAC, challenges with filling the committee seats designated for faculty or senate members, and which members should be voting members. Discussion:
		1. Thought the primary issue was filling seats (such as the Faculty Senate seat), and that a regular Faculty member could fill that role if needed – (or “Senate-Designee”), along with the non-Senators. Though, this could lead to a scenario where no senators are involved – is this a concern for the Rules Committee or the Academic Senate? Expects that we may not have a senator on this committee with this charge.
		2. Are we ok with amending the language to follow the same protocol with the student position? Some agreement – would open up opportunities for other students to get involved with this committee as many students are passionate about this topic.
		3. Getting faculty involved on TAC has been challenging, and if we have to try to include a senator this could be more challenging. If we keep the wording “when possible”, that allows flexibility that may be needed.
			1. What if we have multiple faculty from the same college wishing to take part? How would we determine which one got to be on the committee?
			2. Is it a 2 or 3 year term for faculty? The Rules Committee has suggested changing from current 2 year term to 3 year term for faculty.
				1. Do we support this change? 3 year term would be helpful since this is a newer committee and would give members more time to gain understanding of the issues and work toward recommendations to positively affect textbook affordability.
				2. Senate terms are three year terms – so, if the senator comes onto the committee as they become senators, then the terms will be able to synch up
				3. Committee in favor of change to 3-year term.
			3. Julie – her term on the senate is expiring, so she assumes that her term on TAC will end as a result. However, Michaelene shared that she went through a similar experience and was able to transition to being a designee for the senate, and now is on the committee as one of the non-senator faculty members.
	3. Suggestion to add AVP for Student Success or designee
		1. Amelia agrees that it aligns well with the TAC and is happy to serve in any case even if her position is not included as part of the official charge.
		2. Discussion about voting privileges Speculation that perhaps the notion of shifting the voting responsibilities might be to mimic how the Senate model works? Agreement that since we don’t make policies, but rather recommendations, all members ought to retain voting privileges. Therefore, she also supports providing feedback to the Rules Committee that all members retain voting privileges.
			1. Question as to the AVP Student Success position being able to allot time to the TAC given the nature of the office (one person) as the hope is to have a sustainable presence from that office on the TAC.
				1. Acknowledgement that this is a good point, but the “or designee” piece in the wording provides future opportunities to account for this concern as the office grows. Textbook affordability is so crucial to student success that the TAC membership needs to be an essential responsibility for the AVP Student Success position.
			2. Anne provided a brief summary or her planned feedback to the Rules Committee, based on TAC discussion. She will advocate that the TAC would like to add the AVPSS/designee as a member; retain current positions on the committee; and retain voting rights for all members. The group agreed with these recommendations and Anne will share them during her meeting with the Rules Committee on Wednesday, March 24.
	4. Functions review
		1. Recommending the following revised language for TAC functions:
			1. Collaborate with stakeholders on identifying and addressing textbook affordability problems at Illinois State University
			2. Systematically analyze the affordability of textbook options
			3. Develop and periodically update short and long term goals
			4. Educate faculty and students on affordable textbook/textbook-related course materials options
		2. Anne will take these suggestions to the Rules Committee next Wednesday
2. Faculty survey - update on data analysis?
	1. At 4 pm: Anne acknowledged receipt of this analysis, but due to time suggested that we follow up as a group via email to get something to the Academic Affairs Committee soon.
	2. In order to get more detailed analysis, more time is required.
	3. Credit to Euysup and his GA on the work done on the report thus far.
3. Textbook credit/donation campaign? (Table for next meeting)
4. Schedule for spring semester
	1. Anne will send a poll to members to schedule the next meeting.

**Adjournment: Meeting was adjourned at approximately 4:05.**