TEXTBOOK AFFORDABILITY COMMITTEE

**Thursday, September 2, 2021**

1:00 p.m.– 2:00 p.m.

Milner 311, Conference Room

**Agenda**

**Members Attending**: Mallory Jallas, Antonio Causarano, Amelia Noel-Elkins, Julie Murphy, Adena Meyers, Eduardo Monk, & Harold Dennis, Pam Walden

**Guests Attending:**

**Members Absent:** Joe Hendrix

**Call to Order:** (I was 4 min. late so not sure exactly when the meeting started)

**Introductions:**

1. Welcome new & returning folks
	1. Committee members introduced themselves

**Action Items**:

1. Review and approve [draft minutes from April meeting](https://teams.microsoft.com/l/file/7B845146-C01D-4B31-9492-EFF17D31D05B?tenantId=085f983a-0b69-4270-b71d-10695076bafe&fileType=docx&objectUrl=https%3A%2F%2Fillinoisstateuniversity.sharepoint.com%2Fsites%2FTextbookAffordabilityCommittee%2FShared%20Documents%2FGeneral%2FFY2021AgendasAndMinutes%2FTACMinutes20210421.docx&baseUrl=https%3A%2F%2Fillinoisstateuniversity.sharepoint.com%2Fsites%2FTextbookAffordabilityCommittee&serviceName=teams&threadId=19:be10bd5297954063a2d92e27ca822f75@thread.skype&groupId=64f5adb3-8609-4cc5-a093-de4632d054aa)
	* TAC Microsoft Team currently unavailable. Unable to review and approve minutes
	* Mallory Jallas working with tech team to get TAC MS Team up and running
2. Determine minutes taker
	* Committee members agreed to rotate this task each time. Pam Walden offered to take minutes today

**Information Items**:

1. [FY21 annual report](https://teams.microsoft.com/l/file/F7C3A1D8-77B2-4CF5-99AC-65F607CDE3F7?tenantId=085f983a-0b69-4270-b71d-10695076bafe&fileType=docx&objectUrl=https%3A%2F%2Fillinoisstateuniversity.sharepoint.com%2Fsites%2FTextbookAffordabilityCommittee%2FShared%20Documents%2FGeneral%2FAnnualReportFY2021%2FTACAnnualReportFY2021.docx&baseUrl=https%3A%2F%2Fillinoisstateuniversity.sharepoint.com%2Fsites%2FTextbookAffordabilityCommittee&serviceName=teams&threadId=19:be10bd5297954063a2d92e27ca822f75@thread.skype&groupId=64f5adb3-8609-4cc5-a093-de4632d054aa) submitted
	1. Due to TAC MS Team being down, we could not access annual report. Julie Murphy gave an overview of the purpose of this committee and past work
		1. Student and faculty surveys
		2. Poster board session at CTLT Symposium
		3. Consideration of textbook swap program, similar to Heartland Community College
2. FY21 agendas and minutes will be submitted

**Discussion Items:**

1. Elect chair
	1. Pam Walden nominated Julie Murphy and Julie accepted
2. Elect secretary (or continue rotating minute taking)
	1. Committee members agreed to rotate this task each time. Pam Walden offered to take minutes today
3. Fall 2021 meeting schedule, do Thursdays 1-2pm work for all?
	1. All committee members agreed to this schedule – first Thursday of each month with the understanding that some months may be skipped and/or additional emergency meetings may be called as needed
4. Milner Report: Library-Provided e-Textbooks Boost Student Success
	1. Julie Murphy was primary investigator. During the Covid pandemic, the goal was to provide as many e-textbooks as possible to students. Milner Library had $10,000 to put towards this project.
	2. E-textbooks fall into 5 main categories:
		1. Single user license (one user only)
		2. 3 user license (up to 3 concurrent users)
		3. Non linear license (~325 concurrent users/year)
		4. Unlimited (unlimited use)
		5. Unlimited & DRM Free (no digital rights associated. One could download and keep forever)
	3. Julie ran various reports to learn more about textbooks assigned to classes. She then identified various library licensed textbooks. Identifying potential savings to students is how they prioritized which classes/textbooks would be a part of this project.
		1. ~$8,000 was spent on e-textbooks, holding back ~$2,000 for various incentives and mistakes (ex: if they needed to purchase more e-books, etc.)
		2. Purchases were made, Instructors of these classes were notified, and these e-textbooks were put into ReggieNet
			1. A few instructors declined this offer. Reasons included:
				1. Students don’t learn as well with e-textbook
				2. Instructor doesn’t like e-textbook
				3. Want students to have physical copy of book, especially if the class is in the student’s major
	4. Focus groups findings:
		1. Student positive – free books and can use keyword search
		2. Student negative – did not want more time online (during Covid many of their activities were online already)
	5. Next Steps
		1. Funding & Marketing
			1. Amelia Noel-Elkins suggested asking for Academic Enhancement Funds
			2. May try to attend departmental meetings to pitch e-textbook idea
				1. Must take “measured steps” as funding is not available for all classes
			3. The project targets smaller classes as well as larger ones
5. Goals/activities for FY2022
	1. Will review these at next meeting as all pertinent documents are in the MS Team and currently unavailable

**Announcements/Miscellaneous:**

**Adjournment:** 1:50 p.m.