



## Textbook & Instructional Materials Committee Meeting

**Notes, June 3, 2021**

(3:00 PM – 4:30PM, Zoom)

<i>x</i>	<i>Kristina Allende</i>		<i>Allie Frickert</i>	<i>x</i>	<i>Tony Rivas</i>
<i>x</i>	<i>Ellen Caldwell</i>	<i>x</i>	<i>Jenny Leung</i>	<i>x</i>	<i>Romelia Salinas</i>
<i>x</i>	<i>Monika Chavez</i>	<i>x</i>	<i>Suzanne Luetjen</i>		<i>Andi Sims</i>
	<i>Farheen Dustagheer</i>	<i>x</i>	<i>Julie Marquez</i>	<i>x</i>	

Item	Leader	Action Needed (discussion, decision, etc.)
Minutes 5/6/2021, 5/20/2021	RS	<ul style="list-style-type: none"> <li>- Meeting minutes of 5/6/21 and 5/20/21 - Approved</li> </ul>
Announcements/Updates	RS	<ul style="list-style-type: none"> <li>- Bookstore is open for cap and gown purchases, and will reopen August's first Monday will be open 9-3pm for the first 2 weeks.</li> <li>- Romelia attended associated students meeting – students have issues with the access codes being high cost. Clarification of use of access codes from instructors. Invite some students so we can hear more regarding access codes. Vote was made that \$40 can be the designation for a low cost instructional material.</li> <li>- We recommend that the \$40 upper limit for a low cost designation – approved by vote</li> </ul>
SPEAC report	MC	<ul style="list-style-type: none"> <li>- Any call for achievements?</li> <li>- Next Monday is the last meeting. Any initiatives we want to put forth.</li> <li>- How to approve guidelines document? Monika will follow up.</li> </ul>
Bookstore in-service	SL	<ul style="list-style-type: none"> <li>- AIP was to be demonstrated, but cannot be done today. Needs to be postponed.</li> </ul>
OER presentation	MC	<ul style="list-style-type: none"> <li>- OER openly licensed educational materials. Monika shares power point that explains licenses and OER uses.</li> </ul>

Finalize Roadmap	RS	<ul style="list-style-type: none"><li>- Continue discussion, finalization, and motion to approve.</li><li>- Roadmap approved</li></ul>
Student survey for baseline data	RS	<ul style="list-style-type: none"><li>- Did not have time, postponed</li></ul>
Work on Goals and timeline	RS	<ul style="list-style-type: none"><li>- Did not have time, postponed</li><li>- Updates on any sub points from goals 1-5</li><li>- Continue discussion on goals 6 and 7</li></ul>