

Textbook and Instructional Materials Committee

(Academic Senate Committee – Reports to Student Preparation, Equity, and Achievement Council, Co-Chairs Romelia Salinas, Allie Frickert)

Purpose

The Textbook and Instructional Materials Committee (TIMC) serves as a standing committee of the Student Preparation, Equity, and Achievement Council (SPEAC). The purpose of TIMC is to recommend and promote equitable practices involving the adoption of textbooks and instructional materials such as: issues related to standards set by Section 508 of the Rehabilitation Act of 1973 (relating to accessibility), copyright compliance, Open Educational Resources (OER), affordability, and universal access. Mt. San Antonio College Academic Senate is committed to providing a high-quality learning experience that respects academic freedom and that is available and accessible to our diverse student community.

Function

1. Recommend equitable practices and policy changes pertaining to affordability, accessibility, and copyright compliance related to textbooks and other instructional materials.
2. Identify and make recommendations regarding opportunities for coordination and collaboration between divisions, departments, faculty, staff, and students (including the Library, Bookstore, Bookstore Commission), on copyright, OER, affordability, and universal access.
3. Make recommendations regarding outreach and marketing to ensure that faculty, staff, and students are informed on textbook and instructional materials, related policies, and resources.
4. Keep up on current trends and scholarship in OER adoption, textbook and instructional materials, affordability, availability, format, accessibility, and copyright compliance. Recommend **and advocate for resources and** ~~POD~~ training to educate faculty and staff on ways to effectively implement and address related issues.
5. Serve as an ongoing campus resource for faculty, staff, and students on other related topics and issues.

Approved by TIMC: 10-20-22

Approved by SPEAC:

Membership (12)

	<u>Position Represented</u>		<u>Name</u>	<u>Term</u>
1.	Dean of Library and Learning Resources or designee (Co-chair)	Appointed, VPI	Romelia Salinas	ongoing

2.	Bookstore Manager (member of Bookstore Commission)	Appointed, VPAS	Suzanne Luetjen	ongoing
3.	Student Services, (manager or classified)	Appointed, VPSS	Julie Marquez	ongoing
4.	Student Life (manager or classified)	Appointed, VPSS	Gabriela "Gabi" Quiroz	ongoing
5.	6 Faculty* [1 from Extended Opportunity Programs and Services (EOPS), CARE or CalWORKs; 1 from Library; 1 from Auxiliary Services Board or Bookstore Commission, 3 other faculty] 1 as Co-Chair	Appointed by Academic Senate	Jenny Leung (Aux Svs Bd)	2020-2023
6.			Monika Chavez (Library)	2022-2025
7.			Ellen Caldwell (at large)	2022-2025
8.			Kristina Allende (at large)	2020-2023
9.			Allie Frickert (at large, chair)	2020-2023
10.			Vacant (EOPS, CARE or CalWORKs)	2021-2024
11.	2 Students	Appointed by Associated Students	Susan Ramuco	2022-2023
12.			Sergio Ceron	2022-2023

*One of the Faculty appointees will serve as Co-Chair

Membership Meeting Times:

COMMITTEE TYPE	CO-CHAIRS	MEETING SCHEDULE	LOCATION	TIME
Academic Senate	Romelia Salinas and Allie Frickert	1st & 3rd Thursdays	TBD	3:00p-4:30p

Person Responsible to Maintain Committee Website:

Gabriella "Gabi" Quiroz gquiroz7@mtsac.edu Ext. x5873

College Website Link and Last Time Website Was Updated:

[http:// https://www.mtsac.edu/governance/committees/timc/](http://https://www.mtsac.edu/governance/committees/timc/)

Last updated: November 2022