

### **8.003 Textbook and Instructional Materials Affordability and Transparency**

- (1) Each university board of trustees shall adopt a regulation that outlines a process for textbook and instructional materials approval and adoption and establishes affordability policies to minimize the cost of required or recommended textbooks and instructional materials for students while maintaining the quality of education and academic freedom. The regulation shall provide for the following:
  - (a) The faculty or instructor must review all required course materials for each course they teach each semester. If the university is using an adjunct or temporary instructor for a course and has selected the materials for the course, the individual responsible for selecting the materials for that course must complete the attestation.
  - (b) Selection of textbooks and instructional materials through cost-benefit analyses that enable students to obtain the highest-quality product at the lowest available price by considering:
    1. Purchasing digital textbooks in bulk,
    2. Expanding the use of open-access textbooks and instructional materials,

- (f) A determination by the course instructor or academic department offering the course, before a textbook or instructional material is selected, of the extent to which a new edition differs significantly and substantively from earlier versions and the value to the student of changing to a new edition or the extent to which an open-access textbook or instructional material is available.
- (g) A procedure(s) to make required and recommended textbooks and instructional materials for each course offering available to students who otherwise cannot afford the cost of the textbook, including consideration of the extent to which an open-access textbook or instructional material may be used.
- (h) A procedure(s) by which students can obtain required textbooks and instructional materials prior to receipt of their financial aid distribution, when necessary.
- (i) A deadline for posting a hyperlink to lists of required and recommended textbooks and instructional materials for at least 95 percent of all courses and course sections offered for the upcoming term in \_\_\_\_\_ course registration system and on the university \_\_\_\_\_ website. The designated university official shall determine compliance with this requirement no later than forty-five (45) days prior to the first day of classes for each term. Any request for an exception to the compliance deadline shall be submitted in writing to the designated university official and shall provide a reasonable justification for an exception. A course or section added after the notification deadline is exempt from this notification requirement. The list of required and recommended textbooks and instructional materials must:
  - 1. Include the International Standard Book Number (ISBN) or other identifying information, which must include, at a minimum, all of the following: the title, all authors listed, publishers, edition number, copyright date, published date, and other relevant information necessary to identify the specific textbooks or instructional materials required and recommended for each course.
  - 2. Be posted as early as is feasible but at least 45 days before the first day of class for each term.
  - 3. Be searchable by the course subject, the course number, the course title, the name of the instructor of the course, the title of each assigned textbook or instructional material, and each author of an assigned textbook or instructional material.
  - 4. Be easily downloadable by current and prospective students.

5. If

(4) Each university board of trustees shall provide a report, by September 30 of each year, to the Chancellor of the State University System, in a format determined by the Chancellor, that details:

(a) The selection process for high enrollment courses,

(b)