

COURSE TEXTBOOK ADOPTIONS
FLORIDA STATE UNIVERSITY POLICY
(EFFECTIVE JANUARY 1, 2010)

To the end of maximizing the affordability of higher education in the face of escalating textbook costs, the U.S. Congress in 2008 legislated corrective actions to be taken by the publishers and vendors of textbooks and by program directors and instructors who require the use of specified textbooks.

The Higher Education Opportunity Act, §112, establishes four requirements with which The Florida State University and other parties affected by them must be in compliance by 1 July 2010.

- Textbook publishers are to make available information concerning the contents of new editions or revised editions of their textbooks in order to facilitate faculty evaluation of the substantive differences between the new version and the previous one.
- An instructor, program director, or committee making the decision on whether the new version of a textbook is to be required for a course (or sections thereof) is obliged to determine whether the substantive differences between it and a previous version warrant a difference in cost to the student.
- Book vendors are to have timely access to a listing of required textbooks. The list should appear far enough in advance of the beginning of the term so that the vendors will be able to purchase nationally and locally and then resell as many used ones as possible, benefitting thus both the students who sell and those who buy them.
- A timely listing of required textbooks is to be accessible to students so that they may (a) determine the total costs of particular courses when considering the ones for which they may register and (b) locate the lowest-priced copies of the textbooks required for the courses in which they have enrolled.

Time is of the essence in regard to compliance with all four requirements.

The per term deadlines for listing the required items at the “Course Textbook Adoptions” site (*Blackboard*, under *Secure Apps*) reflect FSU’s key concern with providing timely information to its students so that, per federal expectations, they are optimally positioned to exercise textbook cost control. Thus, the deadlines are set at the points in the academic years at which students may elect to make use of the information as they select courses for registration.

Accordingly, the listings should be completed by the days on which the course registration “windows” open--mid-October each year for the spring semester, and in mid-March for both the summer sessions and the fall semester.

The administration recognizes that chairs of departments may have legitimate reasons for granting brief listing-deadline extensions to program directors and instructors. At the same time, it expects all of the faculty to comply with the federal mandate by recognizing the importance of accommodating our students who are searching for the means of controlling their educational costs.

CALENDAR FOR 2014-2015

SUMMER AND FALL SEMESTER, 2014

Textbook adoptions should be entered before Monday, March 17, 2014, when the course registration window opens.

The Provost's Office, however, recognizes how early the date for fall registrations necessarily (five months prior to the initial class meetings), that annual intra-unit evaluation of faculty performance is then in process, and the creation of AoRs is also taking place. The deadline for achieving *at least 90%* compliance is therefore extended for up to one month, April 14, 2014.

SPRING SEMESTER, 2015

Textbook adoptions should be entered before Monday, October 13, 2014, when the course registration window opens.

The Provost's Office will monitor compliance by all units and will take into account special conditions that department chairs and program directors view as legitimate reasons for not meeting the October 13th deadline. Possible is an extension of up to two weeks. All units are expected to be *at least 90%* in compliance by October 27, 2014.