

Longwood University Faculty Senate
**PROPOSAL/POLICY COVER
SHEET**

This cover sheet is intended to provide information to members of the Faculty Senate about a new proposal/policy or about revisions to an existing proposal/policy. **If you are proposing a new policy, then attach the text of the policy to this form. If you are proposing a change to an existing policy, then attach the text of the current policy with any deleted language marked by a strikethrough and with new language marked by an underline. If you are deleting a policy, then attach the text of the policy to be deleted.**

COMMITTEE(S) that authored or sponsored this proposal:

BOOKSTORE INNOVATION GROUP (BIG) + OER (OPEN EDUCATIONAL RESOURCES) TASK FORCE

TOPIC:

REVISION TO FPPM SECTION VI.G, BOOKSTORE INNOVATION GROUP (BIG)

BACKGROUND (Provide a brief statement describing the origins of this proposal, the nature of the problem it addresses, and the work completed to devise the proposal):

THE BOOKSTORE INNOVATION GROUP (BIG) AND OER TASK FORCE HAVE BEEN WORKING SEPARATELY ON TEXTBOOK-RELATED ISSUES. THIS REVISION BRINGS THE TWO GROUPS TOGETHER WITH REPRESENTATION FROM ALL STAKEHOLDERS.

SUMMARY OF NEW POLICY OR PROPOSED CHANGES OR DELETIONS TO AN EXISTING POLICY (Provide a brief list or statement describing the content of the policy or the proposed changes or deletions):

THIS REVISION MODIFIES THE NAME, PURPOSE AND DUTIES, AND COMMITTEE COMPOSITION TO INCLUDE MORE CAMPUS PARTNERS (REGISTRAR, LIBRARY, DEC, CAFE, BOOKSTORE, STUDENTS) AND TAKE A HOLISTIC APPROACH TO TEXTBOOK PROCESS, INCLUDING OPEN EDUCATIONAL RESOURCES.

RATIONALE FOR THE POLICY OR PROPOSED CHANGES (Provide a brief statement as to why the new policy, the changes, or the deletion is needed):

THIS REVISION BRINGS TOGETHER STAKEHOLDERS INCLUDING STUDENTS TO ADDRESS TEXTBOOK ISSUES HOLISTICALLY.

Routing information and signature lines:

Date submitted to Senate Executive Committee for Consideration:
Action(s) Taken:

Date first read at Faculty Senate:
Action(s) Taken:

Date final action taken by Faculty Senate:
Action(s) Taken:
Senate Chair: _____

Date submitted to the PVPAA (within 5 working days of Senate approval):
Action(s) Taken:
PVPAA: _____
Date: _____

Date submitted to other administration:
Action(s) Taken:
Administrator: _____
Date (within 15 working days of PVPAA's signature): _____

Date submitted to the Board of Visitors:

G. BOOKSTORE INNOVATION GROUP (BIG) COURSE MATERIALS AFFORDABILITY COMMITTEE (CMAC)

~~1. Purpose and Duties: The committee members will serve as liaisons between faculty members and the bookstore manager(s) and staff concerning suggestions for, questions about, and / or problems with textbook, trade book orders, classroom and departmental materials, and events. The bookstore manager will communicate any pertinent changes or important information to the committee members. Changes may include policy and/or procedural changes. The bookstore manager will also utilize the members in an advisory capacity. Committee members will serve as an advisory committee concerning course materials. They will explore current and future options and formats in course material adoptions, including open educational resources (OER), and will communicate this to campus stakeholders including faculty and students. They may propose and craft policy and procedure changes to the campus community including the bookstore, faculty and the registrar.~~

~~2. Membership: At least one member of the faculty of The Cook-Cole College of Arts and Sciences, the College of Business and Economics, the College of Education and Human Services, and as appropriate staff appointed by the committee and students appointed by SGA. At least one member of the faculty from each college (The Cook-Cole College of Arts and Sciences, the College of Business and Economics, the College of Education and Human Services, College of Graduate and Professional Studies, Cormier Honors College), 1 representative from the Center for Faculty Enrichment (CAFE), 1 representative from the Digital Education Collaborative (DEC), 1 representative from Greenwood Library, 1 representative from the Registrar's Office, and 2 students.~~

3. **Ex-officio Members:** ~~None.~~ Bookstore manager and/or staff member; Dean of Greenwood Library.

4. **Tenure Restrictions:** None.

5. **Departmental Restrictions:** None.

6. **College Restrictions:** See above.

7. **Other Restrictions:** None.

8. **Term of Office:** 2-year terms; members are eligible to serve additional terms.

9. Method of Selection:

~~Faculty and staff appointed by Executive Committee of Faculty Senate; students appointed by SGA.~~

Faculty appointed by Executive Committee of Faculty Senate; staff will be appointed by the committee, and students will be appointed by the SGA.

10. **Chair:** Appointed by Executive Committee. 1

1. **Reporting Route:** To the Faculty Senate.