

to cover all expenses incurred for personnel and other services, supplies and equipment, storage and other operating expenses.

2.2 The bookstore will minimize the cost to students of purchasing textbooks and instructional supplies.

2.2.1 The bookstore shall maintain both new and used book stocks along with other supplies for student needs.

Further, the college will require that prior to determining new adoptions for textbook or related educational materials that faculty review other

purchases.

2.2.5.1

Textbooks that include or incorporate either detachable or

worksheet style pages may not be adopted without prior approval of the Division Chair and must be in-keeping with the Textbook Affordability Committee Guidelines. This

a supplement to a textbook any workbook or similar

2.2.5.2

material which is published independently from the textbook.

Eastern West Virginia Community and Technical College employees may not receive a payment, loan, subscription, advance, deposit of money, service, benefits or thing of

of the master schedule of courses for the academic term.

- 3.1.4 A reference shall be made on any written course schedule regarding the information available on the electronic course schedule accessible through the College website.

SECTION 4. DESK COPIES

- 4.1 Eastern West Virginia Community and Technical College employees may receive sample copies, instructor's copies and instructional materials. Per West Virginia

resold.

high quality course materials at the most affordable cost;

6.2.2 Designate the Division Chairs or full-time faculty to serve as liaisons with

textbook publishers and to be responsible for dissemination of relevant information to their respective department faculty on textbook strategies and education and training opportunities regarding textbook selection; and,

6.2.3 Enforce the policies of the Board of Governors concerning textbook selection, adoption, and use.

on a regular basis to comply with any future federal mandates with a time frame for review to be determined by the President's designee.

Kara A. Soria

1/12/2017

CHAIR

DATE

Approved by Board of Governors September 19, 2016

Approved by Board of Governors October 25, 2016

Approved by Board of Governors October 26, 2016