

Adopted: May 24, 2022

ACADEMIC SENATE
Of
CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, CA

AS-945-22

RESOLUTION ON TIMELY ADOPTION OF COURSEWARE IN SUPPORT OF AFFORDABILITY
AND TRANSPARENCY

Impact on Existing Policy: Formalizes change in deadline for ordering course materials.

- 1 WHEREAS, Academic Senate Resolution AS-654-07 specifies deadlines for ordering
2 course materials; and
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- 4 WHEREAS, AS-654-07 specifies that departments are required to inform the
5 university bookstore of textbook and coursepack selections for all
6 courses requiring textbooks or coursepacks at least six weeks prior to the
7 start of the academic term; and
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- 9 WHEREAS, In 2008, the Higher Education Opportunities Act (HEOA) was signed into
10 federal law; and
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- 12 WHEREAS, The text of the HEOA states: “To the maximum extent practicable, each
13 institution of higher education receiving federal financial assistance
14 shall...Disclose, on the institution’s internet course schedule and in a
15 manner of the institution’s choosing, the ISBN (International Standard
16 Book Number) and retail price information of required and
17 recommended [course materials] for each course listed in the
18 institution’s course schedule used for preregistration and registration
19 purposes.”; and
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- 21 WHEREAS, The CSU Chancellor’s Office has restated the expectation that “Campuses
22 are to provide students access to course material information and costs
23 associated with the schedule of classes for each term, no later than the
24 first date of registration. These requirements are, as noted in the HEOA,
25 ‘To ensure that students have access to affordable course materials by
26 decreasing costs to students and enhancing transparency and disclosure
27 with respect to the selection, purchase, sale, and use of course
28 materials.’”; and

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- WHEREAS, Complying with the HEOA requirements is a condition for the CSU receiving student financial aid from the Federal government; and
- WHEREAS, Complying with the HEOA contributes to Cal Poly’s commitment to diversity, equity and inclusion; therefore be it
- RESOLVED: Deadlines for ordering course materials shall comply with the HEOA, which supersedes the language of AS-654-07; and
- RESOLVED: That by the fourth Friday of January each year, the Registrar’s Office will notify faculty and publish on its website a calendar of course material adoption deadlines for all terms of the approaching academic year, and be it further
- RESOLVED: That the provost or designee will compile, each term, a report detailing that term’s timely adoption rates by each department (or reasons why adoptions were not met) and send that report to all college deans, department chairs, and department heads.

Proposed by: Academic Senate Instruction Committee
Date: April 14, 2022