

Policy on Textbook Access and Affordability

To comply with the New York Textbook Access Act (Education Law § 720 *et seq.*), which takes effect on July 1, 2009, and the Federal College Textbook Affordability Act (20 U.S.C.1015 § 133), which takes effect on July 1, 2010, Suffolk County Community College shall do the following:

1. No College faculty member, administrator or employee shall demand or receive any payment, loan, advance, goods, or deposit of money, present or promised, for adopting specific course materials required for course work or instruction except as follows:
 - a. Sample copies, instructor's copies, or instructional material, that are not to be sold;
 - b. Royalties or other compensation from sales of textbooks that include an instructor's own writing or work;
 - c. Honoraria for academic peer review of course materials; or
 - b. Compensation for training in the use of course materials and learning technologies

2. The College encourages faculty or administrators, whenever practicable, to place their textbook orders with the Bookstore with sufficient lead time before the start of each semester to allow time to confirm the availability of course materials and, when appropriate, the availability of used textbooks or alternate digital formats.

In addition, as soon as practicable, the College will provide the Bookstore with its course schedule for the subsequent semester, as well as the number of students enrolled in each course and the maximum enrollment for each course.

3. The College will disclose on its Internet course schedule the International Standard Book Number (ISBN) and retail price information of the required and recommended textbook and supplemental materials for each course listed in the institution's course schedule used for preregistration and registration purposes, except as follows:
 - a. If the ISBN is not available for a textbook or supplemental material, the College shall provide its author, title, publisher and copyright date; or
 - b. If the College determines that the disclosure of the information described in this paragraph is not practicable for a textbook or supplemental material, the College will place the designation "To Be Determined" in lieu of this required information.

The College will include a notice in its written course schedule that textbook information is available on its Internet course schedule and will provide the Internet address for that schedule.

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4. The College and its Bookstore will make its best effort to notify students as to the availability of the following: textbook rentals, used textbooks for purchase, textbook buyback programs, alternative content delivery programs and other cost saving strategies.
5. The College will keep faculty informed of their obligations under the current textbook laws and provide them with information regarding options for reducing textbook costs to students.
6. The College will explore appropriate ways to use new textbook delivery options, such as e-texts and customized textbooks, to consider long term (rather than just Point of Purchase) costs as well as educational utility to both students and the College.
7. This policy does not supersede the academic freedom of faculty members to select course materials for students.

Board of Trustees
May 21, 2009