

TEXTBOOK SELECTION AND REVIEW POLICY

- “Textbook adoption is an academic matter”¹ that is the responsibility of the full-time faculty in each discipline at Copper Mountain College.
- “Not all instructors must use the same text.”² Individual full-time faculty members should have freedom of selection of appropriate texts for degree applicable or non-transferable courses; however, full-time faculty in a discipline may choose to adopt a common text for continuity, especially in basic skills and prerequisite courses.
- All texts and materials should be appropriate for collegiate level. Textbooks should reflect the objectives, scope, sequence, and other specifications defined in the course outlines of record,³ whether for degree-applicable or non-transferable courses.
- A list of appropriate texts should be provided by full-time faculty in each discipline and periodically updated on the Course Outline of Record,⁴ and/or a “list of required material” from which faculty in the discipline can choose may be maintained “in the bookstore and/or library” and referenced in the Course Outline of Record.⁵
- Should concerns arise as to appropriateness, textbooks and other educational materials may be the oversight of the Textbook Review Committee,⁶ especially in disciplines where there is no core full-time faculty.

¹ CMC Resolution # 01-01.

² California State Academic Senate, “Components of a Model Course Outline of Record.”

³ Adapted from CMC Resolution # 01-01.

⁴ Adapted from California Administrative Code, Title 5, § 55002, Part 3.

⁵ California State Academic Senate, “Components of a Model Course Outline of Record.”

⁶ The Textbook Review Committee is a sub-committee of the Copper Mountain College Academic Senate Curriculum Committee.