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| Logo_MtSAC_blk-Solid-sm | Textbook & Instructional Materials Committee Meeting  Meeting notes, Oct, 21, 2021  (3:00 PM – 4:30PM, Zoom) |

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| x | ***(Faculty) Kristina Allende*** | ***x*** | ***(Co-chair) Allie Frickert*** | ***x*** | ***(Co-chair) Romelia Salinas*** |
| ***x*** | ***(Faculty) Ellen Caldwell*** | ***x*** | ***(Faculty) Jenny Leung*** | ***x*** | ***(Student Services) Gabi Quiroz*** |
| ***x*** | ***(Faculty) Monika Chavez*** | ***x*** | ***(Bookstore) Suzanne Luetjen*** | ***x*** | ***(Student rep)***  ***Susan Ramuco-Elicerio*** |
|  | ***Replacement for Tony Rivas?*** | ***x*** | ***(EOPS)Julie Marquez*** | ***x*** | ***(Student rep)***  ***Chen Yu*** |

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| **Item** | **Leader** | **Action Needed (discussion, decision, etc.)** |
| Review minutes | AF | Reviewed and approved. |
| Academic Senate | AF | Discussion, presented to senate, there were some questions presented. Vote passed |
| SPEAC report (and inclusive access ”First Day” issue) | MC | “First day” is access to materials on the day students register for a class or on the first day. Then students decide to opt out by a deadline. TIMC should develop pros and cons list provide faculty guidance on the “first day” option.  Student comments, opt in would be better for those who don’t check emails and textbook preferred |
| Finalize Goals  Vote to approve Mission and Goals | RS | Missions - reviewed, edits made and approved.  Goals - reviewed, edits made, and approved. |
| Bookstore info videos  The first is a General Demo video that is 3.30 min  [https://www.youtube.com/watch?v=rTnuv7X63y8](https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.youtube.com%2Fwatch%3Fv%3DrTnuv7X63y8&data=04%7C01%7Cafrickert%40mtsac.edu%7C0d0269507d32422cb23c08d994b32164%7Ccc4d4bf20a9e4240aedea7d1d688f935%7C0%7C0%7C637704319665881337%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=5PKTTdwexD3OHWu16dYpzJBkHGkStlTfNTb68AsE5Sw%3D&reserved=0)  The second focuses on how to adopt a textbook and its about 3 min  [https://www.youtube.com/watch?v=d94J73pcoPs](https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.youtube.com%2Fwatch%3Fv%3Dd94J73pcoPs&data=04%7C01%7Cafrickert%40mtsac.edu%7C0d0269507d32422cb23c08d994b32164%7Ccc4d4bf20a9e4240aedea7d1d688f935%7C0%7C0%7C637704319665891292%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=pVOVWbHoa%2FH1NUm%2FnJorosMjAJ%2FNNWkcmg8m8XtQN%2FQ%3D&reserved=0) | AF | Wait for next meeting. 11.4.21 |
| Webpage | GQ | Webpage has been updated, committee approved to publish. |