



**Textbook & Instructional Materials Committee Meeting**  
**Meeting Notes, March 4, 2021**  
 (3:00 PM – 4:30PM, Zoom)

x	<i>Kristina Allende</i>	x	<i>Allie Frickert</i>	x	<i>Tony Rivas</i>
x	<i>Ellen Caldwell</i>	x	<i>Jenny Leung</i>	x	<i>Romelia Salinas</i>
x	<i>Monika Chavez</i>	x	<i>Suzanne Luetjen</i>	x	<i>Rep. Gabi Quiroz (Andi Sims)</i>
x	<i>Farheen Dustagheer</i>	x	<i>Rep. Maria Hernandez Figueroa (Julie Marquez)</i>	x	<i>Guests: Tim Z, David M, Julie Cortez (ACCESS)</i>

Item	Leader	Action Needed (discussion, decision, etc.)
Approval of Minutes	AF	Vote to approve, Introductions of committee members
SPEAC	MC	Request for SPEAC member - Monika Chavez agrees to remain on committee
Review and approve TIMC 2020-2021 Goals	AF	Discussion and vote - Motion to approve goals – so approved (none opposed)  <a href="#">TIMC Goals document</a>
Review and approve Guidelines for Adoption of Required Instructional Materials	AF	Discussion and review #1 - reviewed and approved #2 – reviewed, clarified, approved #3 – created separate guideline for access codes and bundles, approved #4 – clarified, approved #5 – removed previously, merged into #1 #6 - clarified, approved #7 – reviewed, approved

		#8 – reviewed, approved Action add library link to doc <a href="#">Guidelines for Adoption of Required Instructional Materials</a>
Review Adoption Roadmap	RS	Postponed until next meeting: Discussion with input from bookstore <a href="#">Textbook Adoption Roadmap document</a>