

ACTION ITEM
MARICOPA GOVERNANCE
NEW GOVERNING BOARD POLICY
BOARD AUXILIARY SECTION

Governing Board Agenda

Meeting Date: November 25, 2008

| Item Number | Item Title | Responsible Agents |
|--------------------|--------------------------|--|
| | College Course Materials | Dr. Rufus Glasper Dr. Maria Harper-Marinick Ms. Debra Thompson |

Recommendation

It is recommended that the Governing Board adopt a new policy on College Course Materials as mandated by State statute.

Justification

In accordance with A.R.S. §15-1891, the MCCCDD Governing Board establishes the parameters for employees when ordering course materials from publishers and working with book dealers. The policies contemplated in this statute must be adopted by the Governing Board versus adoption as an Administrative Regulation. The specified deadline for implementation is 2009 and it is anticipated that we have the necessary policies and instructions in place in time for spring 2009 textbook ordering. The proposed policy language mirrors what is outlined in statute.

Since this matter was presented to the Governing Board for First Reading at its August meeting, District administration and Faculty Executive Council (FEC) leaders have met on several occasions over the latter's suggested changes to paragraphs C and E of the originally proposed policy. The language that is submitted here for approval reflects language acceptable to both administration and FEC leadership.

| Funding | Approvals/Certifications |
|--|---|
| <u>Source:</u> <u>Account Identification:</u> | Chancellor _____ Academic & Student Affairs _____ Business Services _____ Human Resources _____ ITS _____ Res Dev & Cmty Affairs _____ College President _____ |