

## Textbook Selection Policy

In accordance with the Ohio Revised Code (Title 33, Chapter 3345, Section 3345.025), this document describes faculty responsibilities when selecting and assigning textbooks and other instructional materials for use in courses offered at BGSU. Faculty is defined as the instructor of record for a course.

### **1. Academic freedom**

“The right of individual professors to select their own instructional materials, a right protected under principles of academic freedom, should be limited only by such considerations as quality, cost, availability, and the need for coordination with other instructors or courses.” (AAUP, 2004, Para. 2)

Faculty are free to select course content and course material that aligns with program-, department-, or school-approved curricula and that faculty deem most appropriate for their course offering.

### **2. Quality and excellence**

The academic freedom exercised by faculty carries with it the responsibility of assuring a teaching environment in which learning thrives. High quality textbooks and their effective use in class contribute significantly to this outcome. The reputation of the author(s) and publisher, content coverage, popularity, physical characteristics relevant to convenience of use (size, weight, electronic accessibility, equipment demand, etc.), affordability, and any discipline-specific considerations should be considered when deciding which textbook and course material is most appropriate and suitable for use within a course.

### **3. Minimizing costs**

All course materials should be selected carefully with particular consideration to keeping the cost as low as possible without compromising the quality of education. As much information as possible about materials needed for the course, including price, should be provided to students in the appropriate institutional outlet by the time students register for courses. If there is a change to the course material selection(s) after it is announced, students should be notified as soon as possible to minimize the risk of students purchasing the wrong items.

#### **3a. Ways for faculty to reduce the cost of textbooks:**

- Allow students to use e-books and/or older editions when feasible
- Investigate alternative textbook sources such as library materials and content or open access materials
- Put materials on reserve in the Library

### **4. Substantial use**

No textbook or course material should be required by an instructor for any class if it is to be used only for occasional consultation. Faculty should remember that requiring the purchase of a textbook or other course material places an obligation upon them to ensure that the material is an integral and extensively-used part of the course.

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## References

American Association of University Professors. (2004). On Professors Assigning Their Own Texts to Students. Available at <https://www.aaup.org/report/professors-assigning-their-own-texts-students>

Ohio Revised Code (Title 33, Chapter 3345, Section 3345.025)

The board of trustees of each state institution of higher education as defined in section [3345.011](#) of the Revised Code shall adopt a textbook selection policy for faculty to follow in selecting and assigning textbooks and other instructional materials for use in courses offered by the institution. The policy shall include faculty responsibilities and actions faculty may take in selecting and assigning textbooks and other instructional materials.

Added by 132nd General Assembly File No. TBD, HB 49, §101.01, eff. 9/29/2017.

URL: <http://codes.ohio.gov/orc/3345.025v1>