

Present: Kathleen Barrett, Misty Wilson, Alicia Freed, Susie Jonassen, Sarah Hupp Williamson, Mariana Sanchez, Elizabeth Smith, Ellie Towhidi, Bridgette Stewart, Morris Council, Georgina Deweese, Elaine Mackinnon, Scott Gordon, Tommy Jackson, Dylan McLean

Minutes from the previous meeting were approved.

Motion: Morris Council, Second: Georgina Deweese. Approved unanimously.

Bookstore: special guest Elizabeth Smith. The biggest change they have made began in Summer 2020- launched DayOne Access program to partner with us to give a Roku-device type of experience for digital content for our students in CourseDen. Students do have the ability to opt out of these materials through CourseDen if they prefer to buy them themselves (99% of students have **not** opted out). Students are charged for these materials on the first day of class to their student bill. The course material in DayOne should be the lowest cost from *anywhere*. This is an effort to take care of our students- if students find it somewhere for a lower price, they correct the price for the student after confirming the information and negotiating with the publisher. Puts the focus on teaching and away from students taking several weeks to obtain the book for a class and teachers trying to accommodate students who are still waiting on their books. One class used to cost \$400 for materials, and now that cost is reduced to \$69 through DayOne! Email for this is DayOne@westga.edu.

Accessible, affordable materials is a big problem and is far-reaching. They have developed a team with faculty and staff from across campus to work on creative ways to combine efforts. Their goal is to make sure 100% of students are 100% prepared for their courses on the first day of classes in the most affordable way. She will share the collaboration document with us.

Georgina- if we wanted to set this up for a class, would we go through text book requisition?

Elizabeth- you can put it into the requisition system, but you can also email dayone@westga.edu. You can also talk with your publisher rep to let them know you want to set it up- they should be familiar. There are some print upgrades for students who may still want a physical book- those costs have also been greatly reduced for those upgrades.

Kathleen: Does a faculty member have to do anything to make it work with the course in CourseDen?

Elizabeth: Yes, a rep will help you to set it up during a scheduled phone call (normally around 10 minutes) to walk through it and make sure everything is set up before the first class and looks the way you were expecting, and that it is working correctly. There is a standard form they will send to you that you can put in your syllabus or provide to your students. The form includes the price of content, what day it will be posted to their student account, what they need to do to opt-out, etc. They don't want students to have questions or be surprised about what it cost, how to get to their materials, etc.

*So far* they have been able to find a way for any textbook/publisher to make it work. Working with CJ Ivory in the Library to help raise awareness with faculty—may set up some discussions this fall.

Registration: did not hear back from any students before this meeting.

Alicia: Suggests updating language on registration calendar to reflect that **all** graduate students can register on the first day of registration, same as in the past. There was some confusion with this – many departments told their graduate students that they couldn't register until 'open' registration due to the language changes on the Registrar's site.

Student Engagement- has anyone heard any updates? Word from Student Affairs is that it is still low across campus, but hoping that in the fall it will be much better. Still having some low attendance in courses, particularly towards the end of the semester.

Any other new business? No.

Have a great end of the semester and summer!