

Disclosure Requirements for Printed Self-Published Course Materials

As the cost of higher education continues to rise, considerable attention has focused on the affordability of textbooks and printed course materials. As a result, state law now requires the CSU to encourage faculty to consider practices in selecting textbooks that will result in the lowest costs to students, and urges publishers to take actions aimed at reducing the amounts that students currently pay for textbooks.

Printed, self-published course materials (including compiled course-packs, readers, and faculty-authored textbooks) are often developed to provide timely and affordable information resources that facilitate student learning. Since new editions of existing textbooks and course materials can impact their affordability, the production of new editions of these materials is covered under specific legal statutes.

Legal Requirements: Faculty members who self-publish textbooks (defined to include faculty-compiled course-packs, readers, and other printed instructional materials) have specific obligations arising from the **California College Textbook Transparency Act** (www.leginfo.ca.gov/pub/07-08/bill/asm/ab_1501-1550/ab_1548_bill_20071013_chaptered.pdf). This state law requires, among other things, that information about the development of new editions of such materials is disclosed.

Specifically, the following must be printed on the outer cover of textbooks, course-packs and readers:

- 1) For any new editions initially published on or after January 1, 2010, a summary of the substantive content differences between the new edition and the prior edition.
- 2) The copyright date of the previous edition.

Also, for instructor copies or complimentary teacher editions, the exterior cover must include wording stating that the book is an instructor's copy and is not for resale.

For the purposes of this guidance, "publisher" means any publishing house, publishing firm, or publishing company that publishes textbooks or other course materials, specifically designed for instruction in University courses. This also includes bookstores or photocopying companies that produce course-packs and readers.

Faculty Responsibilities and the Faculty Exemption: Faculty who develop self-published textbooks, course-packs and readers must ensure that the disclosures (1 and 2) listed above are included when ordering them.

However, faculty may qualify for an exemption of such disclosure. The College Textbook Transparency Act states that any faculty-published textbooks or printed course materials which are used in that instructor's class are **exempt** from these requirements, **if the instructor discloses the publishing and use of those materials to the University.**

Faculty who develop course-packs, readers, or self-published textbooks and wish to be exempt from the Act's disclosure requirements must send the following information (by email or other means) to the Academic Personnel Office (ADM 707) when producing a new edition of the course material:

- Faculty Member's Name
- Department/College
- Title of each textbook/course-pack/reader
- ISBN(s)
- Course(s) for which this material is assigned
- Academic Term(s) for these courses

Who do I contact for more information? Contact the Office of the Assistant Vice President for Academic Affairs - Academic Personnel (ADM 707) at 323-343-3810.