

Textbook and Instructional Materials Affordability Annual Report

Instructions

1. Complete each tab/worksheet as designed. The template reflects the interpretation of the reporting requirements by Board staff.
Do not edit the content of the template. Expand the response space as needed.
2. Statutory due date is September 29, 2023.
3. If there are questions, contact Kirsten Harvey Director of Student Success & Workforce Alignment, at Kirsten.Harvey@flbog.edu
4. Include the university contact name and email for the staff who completed the report below:
5. Please note some cells are auto-calculated and do not require you to enter a figure. These cells are green.

University Contact Name and Email: Birgitta Rausch-Montoto (gmontoto@fiu.edu) and Paden Goldsmith (pgoldsmi@fiu.edu)

Textbook and Instructional Materials Affordability Annual Report
Fall 2022 and Spring 2023

University Submitting Report:
Florida International University

Date Approved by the University Board of Trustees:
14-Sep-23

Signature of Chair, University Board of Trustees:

Signature of Vice President for Academic Affairs:

Signature of President:

The image shows three handwritten signatures. The top signature is in red ink and is highly stylized. The middle signature is in blue ink and is also stylized. The bottom signature is in blue ink and appears to read 'I. Saizuel'.

Textbook and Instructional Materials Selection Process

Report the textbook and instructional materials selection process used for general education courses with high enrollment. Include the course prefix(es) and number(s), the course title(s), and the total number of courses ($n=$). In column "F," use the drop-down arrow in each cell to select the appropriate selection process. The methodology for determining high enrollment courses is as follows: *Order courses (course prefix/number) by headcount enrollment, excluding honors courses. The top 10% of courses are determined as high enrollment.*

General Education Courses with High Enrollment		<i>Total Number of Course Sections (n =)</i>	Selection Process	If "other," describe
Course Prefix & Number				
ENC 1102	Writing and Rhetoric II	180	Department Committee	
MAC 1105	College Algebra	45	Department Committee	
AMH 2020	Amer Hist Since 1877	71	Combination of the Above	
ENC 1101	Writing and Rhetoric I	127	Department Committee	
SLS 1501	First Year Exper	161	Combination of the Above	
ECO 2013	Principles Macroeco	48	Individual Faculty	
SPC 2608	Public Speaking	68	Department Committee	
MUL 1010	Music Lit/Appreciation	31	Department Committee	
BSC 2010	General Biology I	14	Department Committee	
BSC 2010L	Gen Biology Lab I	94	Department Committee	
CHM 1045	Gen Chemistry I	16	Individual Faculty	
MAC 1147	PreCal Alg and Trig	48	Department Committee	
ECO 2023	Principles Microeco	33	Individual Faculty	
CHM 1045L	Gen Chem Lab I	98	Combination of the Above	
STA 2023	Stat Bus & Eco	35	Department Committee	

Course Sections with No Cost for Textbooks/Instructional Materials

Report the total number of course section(s) offered including exceptions and the total number of course sections that did not require or recommend the purchase of a textbook(s)/ instructional materials and/or utilized open educational resources. These may include general education courses, upper level courses, and courses for directed independent study, internships, thesis/dissertation, etc.

Fall 2022	
Total Number of Course Sections Offered (Including Exceptions)	7612
Total Number of Course Sections Offered with No Cost Materials	3570
Percent of Course Sections with No Cost Materials (Auto-Calculated)	47%

Spring 2023	
Total Number of Course Sections Offered (Including Exceptions)	7443
Total Number of Course Sections Offered with No Cost Materials	3635
Percent of Course Sections with No Cost Materials (Auto-Calculated)	49%

Board Action Plan - Low Cost Course Materials

Report the total number of course section(s) offered including exceptions and the total number of course sections that required or recommended textbook(s)/instructional materials for \$20 or less per credit hour (e.g., \$60 or less for a three-credit-hour course), which meets the State University System of Florida Action Plan for the Pricing of Textbooks and other Instructional Materials.

Fall 2022

Total Number of Course Sections Offered (Including Exceptions)	7612
Total Number of Course Sections Offered with the Cost of Materials at \$20 or less per credit hour	5350
Percent of Course Sections Offered with the Cost of Materials at \$20 or less per credit hour (Auto-Calculated)	70%

Spring 2023

Total Number of Course Sections Offered (Including Exceptions)	7443
Total Number of Course Sections Offered with the Cost of Materials at \$20 or less per credit hour	5574
Percent of Course Sections Offered with the Cost of Materials at \$20 or less per credit hour (Auto-Calculated)	75%

Textbook & Instructional Materials Affordability Initiatives

Describe specific initiatives of the institution designed to reduce the costs of textbooks and instructional materials.

Affordability Counts Initiative

FIU's Affordability Counts initiative continues to work with faculty across the state to reduce the cost of course materials for students to \$20 or less per credit hour.

Through the joint efforts of FIU Online and partner institutions, including the University of Central Florida, University of North Florida, University of South Florida, Florida A&M University, Florida Atlantic University, and Lake Sumter College, faculty members are encouraged to adopt open educational resources (OER) or other affordable materials into their courses. By doing so, they can earn a digital Affordability Counts Medallion to display on course sites. In addition, the courses that have been awarded the Affordability Counts Medallion are listed in a statewide searchable database (<https://affordabilitycounts.org>), which was created and is maintained by FIU Online. This database serves as a valuable resource for instructors, allowing them to easily access the course materials list and foster the widespread adoption of low-cost course materials.

As of the end of FY 2023, a total of 2,718 Affordability Counts courses across the State have been recognized and added to the database.

FIU Libraries

The FIU Libraries' collection development mission is to purchase e-materials whenever cost effective, feasible, and possible. Many faculty reach out to their library subject liaison to request e-books and other online materials. Oftentimes, the course materials wanted by faculty are easily obtainable in electronic formats.

In the Summer of 2023, the libraries piloted Leganto, an LTI that allows free library materials to be integrated seamlessly into Canvas course shells. It also allows faculty to explore related materials and request that the library procure digital copies of OER materials. The pilot was a success and full rollout will take place in the fall semester with faculty piloting the tool also involved in creating training tools for fellow faculty. This is an opportunity to fully integrate the library resources into the curriculum at zero-cost to students.

The FIU Libraries continue to support faculty in shifting to new models for course materials and on acquiring e-resources with unlimited simultaneous user access. Faculty use the library resources as an alternative to expensive textbooks. They may embed and use the materials in their courses, cost free for students. The libraries subscribe to a number of e-book collections and more than 1,160 databases.

Course Reserves is a service available to FIU faculty to house pertinent course materials. Materials may be in print, electronic, and multimedia formats in compliance with the Copyright Law. Whenever possible, materials are scanned as electronic documents and made available to students 24/7. This allows students to use specific library materials, or professor provided materials, free of charge.

The Library Access Services department reports that from June 2022 through May 2023, the Course Reserve repository consisted of 12,027 items including books, articles, DVDs, equipment, maps, and files. Most of the loans made were equipment including laptops, hotspots, iPads, and other devices.

College of Law Library

“By leveraging library-provided digital subscription resources via multi-year contractual agreements for materials that are purchased regardless of their utilization as course materials, the College of Law invests in student success by eliminating or lowering student out-of-pocket costs for course materials. Students enjoy access to course materials published by Aspen, Edward Elgar, Wolters Kluwer, West Academic, Thomson Reuters, and Lexis Nexis. The Law Library typically subscribes to these materials as part of its collection to support student learning and faculty research needs.

In 2022-2023, FIU College of Law Library successfully leveraged digital subscriptions in three strategic areas: Library Course Materials, Library Discounts, and Academic Excellence Program subscriptions. Through these efforts, we saved 2,518 students approximately \$313,381.25 in out-of-pocket costs for assigned course materials across 64 College of Law courses.”

Financial Aid Textbook Advance

Students receiving financial aid may apply for a book advance through the Office of Financial Aid. This aid ensures that students can purchase their course materials prior to the start of the semester and are prepared for class on the first day.

Term	Count	Sum of Accepted
Fall	1876	\$636,146.09
Spring	1462	\$479,674.62
Summer	464	\$112,333.00
Grand Total	3802	\$1,228,153.71

Barnes & Noble Textbook Affordability Initiatives

FIU Barnes & Noble bookstores continue to offer cost savings through alternative formats such as used, rental and digital textbooks with new titles continuously added. Students may save as much as 80% by purchasing textbooks in alternative formats offered. The Price Match Program, originally started in Spring 2016, also passes significant savings on to students where applicable. Barnes & Noble has been a formidable partner in lowering textbook costs for our students over the years. The 2022-2023 academic year was dedicated to fine-tuning the inclusive access pilot program branded as “Panther Book Pack”, which was first launched in Fall 2021. Barnes & Noble reports that the Panther Book Pack program generated \$6,128,545.59 in student savings in Fall 2022 and Spring 2023.

Textbook and Instruction Materials (TIM) Explorer

Pursuant to Senate Bill 7044 from the 2022 Legislative Session, which is legislation amending section 1004.085, Florida Statutes, FIU implemented the public Textbook and Instructional Materials (TIM) Explorer portal at <http://tim.fiu.edu>. Launched July 2022, the TIM Explorer is a searchable database to view required and recommended textbooks and instructional materials across all FIU courses. The TIM Explorer also contains Undergraduate Core Curriculum (UCC) course syllabi where applicable. This portal maintains the required information for at least five academic years, starting with postings for the Fall 2022 term.

Collective Textbook Affordability Efforts at FIU

The collective textbook affordability efforts driven by FIU Online, the libraries, Center for the Advancement of Teaching, Enrollment Services, our bookstore partner Barnes & Noble, and many faculty and administrators ensure that low- and no-cost materials are made available to our students whenever possible. Combined, they ensure that the Panther Book Pack program rate of \$20 per credit hour for required print and digital materials in undergraduate courses is sustained at that low rate.

Has the *opt-in* provision been implemented by your institution for the purchase of student materials? If yes, describe the impact this has had on student savings, if any.

FIU did not implement an opt-in textbook program in the 2022-2023 academic year.

Has the *opt-out* provision been implemented by your institution for the purchase of student materials? If yes, describe the impact this has had on student savings, if any.

Launched first in Fall 2021, the Panther Book Pack is FIU's inclusive access program in partnership with Barnes & Noble in its second year. Undergraduate students may choose to participate or opt out of the program. The total savings passed on to students is \$3,789,032.79 (25,242 students) for Fall 2022 and \$2,339,512.80 (24,105 students) in Spring 2023. The Panther Book Pack offers the required textbooks and instructional materials in undergraduate courses at a flat rate of \$20 per credit hour. Students may choose to have the materials shipped to them at an off-campus location, get them at the on-campus bookstore, or access them digitally on Canvas. Materials provided through the Panther Book Pack program are always available to participating students on the first day of class, ensuring that they keep up with course requirements and do not fall behind. Students have the ability to opt-out of the program in our student registration system and obtain the materials on their own if they wish to do so.

University Policies for the Posting of Textbooks and Instructional Materials & Compliance with the Posting Deadline

Describe policies implemented to ensure the posting of textbooks and instructional materials for at least 95% of all courses and course sections 45 days before the first day of class.

The University continued the innovative Panther Book Pack (PBP) program pilot as a savings measure across the board. Since the PBP guarantees that students have the required course materials available to them by the first day of class (print and digital) at the flat rate of \$20 per credit hour, students no longer need to search to purchase the textbooks and instructional materials prior to semester start.

Are the policies effective in meeting the reporting requirement? If not, what measures will be taken by the university to increase faculty and staff compliance for meeting the reporting requirement?

The University has made great strides in implementing the Panther Book Pack, which we deem to be the most pervasive affordability program to the benefit of our students.

Published List of Required and Recommended Textbooks and Instructional Materials	
Please use the drop-down options to confirm the published list of required and recommended textbooks and instructional materials includes the following information.	
Information Required	Affirm Information is Included
International Standard Book Number (ISBN) or Other Identifying Information	Included
Title	Included
All Authors Listed	Not Included*
Publishers	Included
Edition Number	Included
Copyright Date	Not Included
Published Date	Not Included
Searchable by Course Subject, Course Number, Course Title, Name of Instructor, Title of Material, and Author(s) of Material	Included
Material Information is Easily Downloadable by Current and Prospective Student	Included

* NOTE TO BOARD OF GOVERNORS: The information item "All Authors Listed" was corrected to reflect "Not Included" since the data pulled from our textbook partner (Barnes and Noble) only reports the first author on multi-authored books. We are working with them to ensure we can capture all authors' data for the next year submission.

Published Course Syllabus Requirements	
Please use the drop-down options to confirm the course syllabus of the general education core course options identified pursuant to section 1007.25, Florida Statutes include the following information.	
Information Required	Affirm Information is Included
Course Curriculum	Included
Goals, Objectives, and Student Expectations of the Course	Included
How Student Performance will be Measured	Included

Link to Published List of Required and Recommended Textbooks and Instructional Materials
Please provide a link to the webpage housing the information listed under "Published List of Required and Recommended Textbooks and Instructional Materials.". If each course section has its own website link, please provide one example link.
Please Provide Link Below
http://tim.fiu.edu

Link to Published List of Course Syllabi for General Education	
Please provide links to the webpages housing the information under "Published Course Syllabus Requirements."	
Please Provide Links Below	
Communication	http://tim.fiu.edu
Humanities	http://tim.fiu.edu
Mathematics	http://tim.fiu.edu
Natural Sciences	http://tim.fiu.edu
Social Sciences	http://tim.fiu.edu

Exceptions

Per Board of Governors Regulation 8.003(1)(h), Textbook and Instructional Materials Affordability, any request for an exception to the compliance deadline shall be submitted in writing to the designated university official and shall provide a reasonable justification for an exception. A course or section added after the notification deadline is exempt from this notification requirement.

Fall 2022				
Total # of Course Sections (Not Including Exceptions)	# of Course Sections Identified As Exceptions	Total # Of Course Sections Including Exceptions (Column A + Column B) (Auto-Calculated)	% Of Total Course Sections That Were Identified As Exceptions (Auto-Calculated)	Reasons For Exceptions
5239	2373	7612	31%	Class location, courses

Spring 2023				
Total # Of Course Sections (Not Including Exceptions)	# Of Course Sections Identified As Exceptions	Total # Of Course Sections Including Exceptions (Column G + Column H) (Auto-Calculated)	% Of Total Course Sections That Were Identified As Exceptions (Auto-Calculated)	Reasons For Exceptions
5093	2350	7443	32%	Class location, courses added after 45 day window, instructors changed within 45 day window, or other justifiable exclusion.

University Requirements for the Posting of Textbooks and Instructional Materials & Compliance with the Posting Deadline

Please use the tables below to report the total number of course sections offered at the 45-day posting deadline, the number of course sections that met the posting requirement, the number of course sections that changed materials after the posting deadline, and the number of course sections that did not meet the posting requirement.

Fall 2022					
Total Course Sections at the 45-Day Posting Deadline (Not Including Exceptions)	# Of Course Sections Meeting Requirement (Not Including Course Sections That Changed Adopted Materials After The Deadline)	% Of Course Sections Meeting Requirement (Auto-Calculated)	# Of Course Sections That Changed Adopted Course Materials After The Required Posting Deadline	# Of Course Sections Not Meeting Requirement (Including Course Sections That Changed Adopted Materials After The Deadline)	% Of Course Sections Not Meeting Requirement (Auto-Calculated)
5,239	4,986	95%	93.00	253	4.83%

Spring 2023					
Total Course Sections at the 45-Day Posting Deadline (Not Including Exceptions)	# Of Course Sections Meeting Requirement (Not Including Course Sections That Changed Adopted Materials After The Deadline)	% Of Course Sections Meeting Requirement (Auto-Calculated)	# Of Course Sections That Changed Adopted Course Materials After The Required Posting Deadline	# Of Course Sections Not Meeting Requirement (Including Course Sections That Changed Adopted Materials After The Deadline)	% Of Course Sections Not Meeting Requirement (Auto-Calculated)
5,093	4,940	97.00%	61.00	153	3.00%

****Note:** Per Board Regulation 8.003 (1) (h), a course or course section added after the posting requirement is considered an exception and should be reported on the "Exceptions" tab. A request for any other exception to the compliance deadline shall be submitted in writing to the designated university official and shall provide a reasonable justification for an exception. A course or section added after the notification deadline is exempt from this notification requirement.