

## Florida College System Textbook Affordability Workgroup Charter

### Background

College affordability remains a top priority for all 28 Florida College System (FCS) institutions. Under the umbrella of college affordability falls textbook and instructional materials affordability. [Section \(s.\) 1004.085](#), Florida Statutes (F.S.), establishes requirements regarding the textbook and instructional materials adoption process at public colleges and universities in Florida. An update to the law went into effect July 1, 2016, requiring colleges to expand efforts to reduce the cost of textbooks and instructional materials.

The Auditor General (AG) conducts operational audits on Florida colleges and universities, which includes a review of compliance with textbook and instructional materials affordability requirements. For 2017-2019, textbook affordability-related operational audit findings from the Auditor General (AG) included:

- Not having established monitoring procedures or having procedures lacking elements required by statute.
- Not maintaining documentation supporting the figures reported in the annual report to DFC.
- Lack of evidence supporting timely posting of required instructional materials and untimely posting of required instructional materials.
- Not identifying courses with a wide variance in textbook prices amongst different sections of the same course.

As a result of AG audit findings across multiple FCS institutions, the Division of Florida Colleges (DFC) requested a [consulting engagement](#) with the FLDOE Inspector General (IG). Under the advisement of the IG, the DFC is forming a textbook affordability workgroup to address areas of noncompliance. Ultimately, the recommendations put forth by the workgroup will assist the DFC in providing clearer technical assistance regarding implementation of textbook affordability outlined in s. 1004.085, F.S., and [Rule 6A-14.092](#), Florida Administrative Code.

### Charge

The charge of the textbook affordability workgroup is to address topics in the IG's report and to put forth recommendations to DFC that will be used to inform technical guidance and assistance around textbook affordability. DFC seeks representation from academic affairs, student affairs, business affairs and faculty who will work collectively to improve textbook affordability reporting across the FCS institutions. The level of commitment of the workgroup members includes participation in conference calls and web meetings as well as members of subgroups convening remotely and presenting recommendations to the larger workgroup. We anticipate that involvement in the workgroups will involve approximately 4 hours of work per month for a total of 16-20 hours over the term. Participants of the workgroups will have the opportunity to share their expertise, skills, and insights.

### Specific Objectives

DFC anticipates the workgroup will be split into subgroups that will each address thematic areas of recommendations made by the IG; minimally:

- Establish a definition of wide cost variance.
- Establish a definition of high enrollment courses.
- Specify reasonable exceptions to the 45-day window of posting required course materials.
- Identify best practices for bookstore contracts as they relate to timely posting of course materials.

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### Timeline

<b>Date</b>	<b>Activity</b>
December 2019	Identify workgroup membership
January 2020	Convene workgroup to review charge and identify subgroups
February 2020	Update at CIA/CSA/CWE
February-April 2020	Subgroups convene to develop recommendations
April 2020	Subgroups present recommendations to larger workgroup
May 2020	Workgroup finalizes recommendations to DFC

Revised 11/15/2019