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**LAKE-SUMTER STATE COLLEGE  
BOARD RULE**

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TITLE: Textbook Adoption and Affordability

NUMBER: 3.10

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AUTHORITY: Florida Statute 1004.085

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HISTORY: New - 09/16/15

DATE ADOPTED: 09/16/15

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REFERS TO ADMINISTRATIVE PROCEDURE NUMBER 3-09.

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- a. In accordance with Florida Statute 1004.085, the District Board has established procedures that govern the processes for textbook adoption and affordability, which include the following:
  - 1. The College has established compensation guidelines for college employees with respect to textbooks in accordance with statutory regulations for compensation, payment, or reimbursement;
  - 2. The College has established guidelines for posting required textbook lists each semester including all requisite information required by statutory guidelines;
  - 3. The College has established guidelines for the adoption of textbooks by departments and faculty members that govern the use of required texts and require the consideration of alternative means of delivering materials such as open-access or library resources;
  - 4. The College has established a procedure for monitoring faculty efforts to minimize the cost of textbooks and to document those procedures in compliance with the statute.