



SUBJECT: FACULTY AUTHORED TEXTBOOKS

- I. PURPOSE: To establish policy for sale of faculty generated texts.
- II. POLICY:
 - A. Faculty members are encouraged to develop texts, workbooks, and other materials for instruction. University facilities may be used for the development of such materials with the approval of the Department Chair and the Dean of the College involved.
 - B. All text and workbook materials shall be sold through the campus bookstore. Faculty members shall not sell their own materials or materials produced by others directly to the students.
 - C. A faculty member may require his/her own book for a course providing he/she has the approval of the Department Chair and the Dean of the College involved.
 - D. Faculty members who publish instructional materials may expect to sell their products at a profit commensurate with current publishing practices.
 - E. Faculty members who produce instructional materials should be aware of current copyright laws and are personally responsible for obtaining all necessary rights and clearances.
 - F. In the event that a faculty member is hired by the University to produce a particular item, the ownership of the copyright and royalties will be negotiated on an individual basis.