

**State University System of Florida
Textbook and Instructional Materials Affordability
Annual Report
Statutory Due Date: September 30**

University of Florida	Fall 2019 and Spring 2020	
University Submitting Report	Semester(s) Reported	
<u>9-27-20</u>		
Date Approved by the University Board of Trustees	Signature of Chair, Board of Trustees	Date
	<u>8/27/20</u>	<u>Joseph Glover</u>
Signature of President	Date	Signature of Vice President for Academic Affairs
		08-24-2020
		Date

1. Required and Recommended Textbooks and Instructional Materials for General Education Courses

a. Describe the textbook and instructional materials selection process for general education courses, including high enrollment courses.

Methodology for determining high enrollment: Order courses (course prefix/number) by headcount enrollment, excluding honors courses. The top 10% of courses are determined as high enrollment. Report the total number of courses (n).

Response: Using the methodology described above, Fall 2019 had 39 high enrollment general education courses and Spring 2020 had 38 high enrollment general education courses. The textbook and instructional materials selection process for general education courses is the same regardless if the course is found to have high enrollment. Instructors adopt the textbook and instructional material for their section of the course consistent with the University's Academic Freedom and Responsibility regulation 6C1-7.018(1)(a)

General Education

See above

High Enrollment

See above

b. Report the course title(s) and number of section(s) that do not require or recommend the purchase of a textbook(s) and instructional material(s).

Response: With the expanded implementation of Xronos (as described in question 2), there are course sections for Fall 2018 and Spring 2019 that had no cost to the student associated with the purchase of required textbooks and required instructional materials; however, data provided by the UF Bookstore, which contracts with Follett, along with a review of course syllabi, has shown that those course sections do have required or recommended textbooks and instructional materials that are only available at a cost to the student. Thus, there are no courses that do not require or recommend the purchase of texts/instructional materials.

Fall 2018	
Course Titles not Requiring or Recommending Purchase of Texts/Instructional Materials	Number of Sections
	0

Spring 2019	
Course Titles not Requiring or Recommending Purchase of Texts/Instructional Materials	Number of Sections
	0

Response: Most general education course sections required or recommend the purchase of a textbook for both Fall 2019 and Spring 2020; however, there were sections that did not have textbook information in the UF Bookstore/Follett's database. After a review of syllabi for these sections, it was determined that there are sections using open education resources that are 1) freely available online or 2) available through the Libraries' collections under an unlimited license allowing simultaneous student access.

Fall 2019	
Course Titles not Requiring or Recommending Purchase of Texts/Instructional Materials	Number of Sections
See Appendix A	112

Spring 2020	
Course Titles not Requiring or Recommending Purchase of Texts/Instructional Materials	Number of Sections
See Appendix B	82

2. Specific Initiatives of the University Designed to Reduce the Costs of Textbooks and Instructional Materials for General Education Courses

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

Response: The Affordable UF Initiative brings together partners from across the university to create innovative solutions for the reduction of textbook and instructional materials costs for students through a series of interrelated programs. Four core components of the Affordable UF Initiative include Xronos, the Affordable UF Badge, the Affordable Access for Student Success Faculty

Learning Community, and ongoing investments in George A. Smathers Libraries Collections. Additionally, the university is refining efforts to identify courses that use open educational resources. Below we highlight cost savings associated with library collections, Affordable UF Badges, improved OER tracking, and Xronos.

Libraries Collections: To enhance a collection of over 6.17 million print volumes, 1.4 million ebooks, 300,000 ejournals, and 1,300 databases, the George A. Smathers Libraries have focused on adding textbooks for general education and high-enrollment STEM courses and on providing access to a variety of electronic materials in support of increased online teaching and learning. Of 80 total texts adopted across state core general education courses in 2019-2020, 56 (or 70%) are available for students to access through the Libraries, either in hard copy or ebook formats. In the 2019-20 academic year, the Course Reserves unit of the Libraries purchased 602 unique items (books, DVDs, and streaming videos) for instructional use. The Interlibrary Loan unit purchased a total of 416 titles through the "Books on Demand" program.

Affordable UF Badges: This program recognizes courses with materials and fees costing less than \$20 per credit hour. Instructors self-certify that their sections meet this affordability standard in the university textbook adoption portal allowing students to view which courses meet the Affordable UF Badge criteria when selecting their courses. Instructors who seek to meet Affordable UF Badge criteria are aided in reaching this goal by Center for Teaching Excellence and the Libraries.

OER Tracking: Affordable UF personnel have refined efforts to identify general education courses where the primary, required textbook is either 1) freely available online or 2) available through the Libraries' collections under an unlimited license allowing simultaneous student access. These options offer a pathway for students to access instructional materials at no cost to them. By analyzing course syllabi and textbook adoption data, we were able to identify a group of seven unique courses impacting about 3,350 students over Fall 2019-Spring 2020. These include courses across the arts and humanities, as well as STEM disciplines. We estimate each student's potential savings on an individual text as \$116.94, relying on an analysis from the SPARC policy organization (<https://sparcopen.org/news/2018/estimating-oer-student-savings/>). This represents potential student savings of almost \$392,000 over the academic year.

Xronos: Xronos is the University of Florida's instance of Ximera, an open source, interactive textbook and instructional materials platform that allows faculty to create content and interactive assignments and make them available to students at no cost to the student. Prior to the creation of Xronos, undergraduate students of calculus and precalculus algebra at the University of Florida paid \$62.50 to access their materials through WebAssign. Courses using Xronos also typically use OpenStax, a repository for free, open access textbooks. UF originally piloted Xronos in Spring 2017 for MAC 2311. Xronos has now been adopted for

MAC 1105, MAC 1140, and MAC 2312. In Fall 2020 Xronos will extend to MAC 2313 and MAC 2234, eliminating WebAssign fees for those classes as well.

Xronos Savings		
Course	Total Enrollment	Total Savings
Fall 2019	3,696	\$ 231,000.00
MAC1105	400	\$ 25,000.00
MAC1140	483	\$ 30,187.50
MAC2311	1,729	\$ 108,062.50
MAC2312	1,084	\$ 67,750.00
Spring 2020	2,028	\$ 126,750.00
MAC1105	233	\$ 14,562.50
MAC1140	214	\$ 13,375.00
MAC2311	697	\$ 43,562.50
MAC2312	884	\$ 55,250.00
Grand Total	5,724	\$ 357,750.00

b. Is the opt-in provision an initiative implemented by the institution for the purchase of student materials? If yes, describe the impact this has had on student cost savings, if any.

Response: Yes, the University of Florida offers an opt-in provision for the purchase of textbook and instructional materials by students called UF All Access (a.k.a. the includED program offered by Follett). The UF All Access program has resulted in cost savings for students as described in the table below.

Semester	Total Number of Gen. Ed. Courses Participating in All Access	Number of Students that Opted In	Cost Savings per Student Compared to Standalone Material	Cost Savings per Student Compared to Packages
Fall 2019	183	21,830	\$90	\$146
Spring 2020	177	18,624	\$82	\$132

3. University Policies for the Posting of Textbooks and Instructional Materials

a. Describe policies implemented to ensure the posting of textbook and instructional materials for at least 95% of all courses and course sections 45 days before the first day of class. For course sections that require or recommend textbooks and instructional materials based on individual student needs (e.g., audition/performance, directed independent study, research topic) that may miss the posting date, please reference these as exceptions in 3(d).

Response: Each semester a university-wide memo is distributed notifying colleges, departments, and instructors that the UF Textbook Adoption system is open and available for the upcoming semester. The memo provides a link to the adoption system and the deadline for submitted adoptions. Additional reminders are sent on a biweekly basis to College Deans and Department Chairs to encourage timely adoptions.

Once an instructor adopts materials, the information is hyperlinked to the university's course registration system as well as the schedule of courses so students can view required and recommended textbook and instructional materials and associated costs for each course and section.

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

Response: The policies have been effective in meeting the reporting requirements.

c. Report the number of course sections and the total percentage of course sections that were able to meet the textbook and instructional materials posting deadline for the academic year. Note: A course section is in compliance if all textbooks and instructional materials in the course section have been entered by the deadline.

Semester	Total Course Sections	Course Sections in Compliance	Compliance Percentage
Fall 2019	13,951	13,579	97.3%
Spring 2020	13,045	12,768	97.9%

Table 3.c. Course sections that submitted textbook and instructional materials adoptions by the 45-day deadlines (July 7, 2019 and November 22, 2019 for Fall 2019 and Spring 2020, respectively). The data presented in this table was archived on the 45-day deadline for each semester.

d. Report the number of course sections and the total percentage of course sections that necessitated change(s) in materials after the posting deadline. Provide an explanation for the change(s) in materials after the required deadline.

Response: Following the 45 day deadline there continues to be a small portion of sections that are added or deleted to accommodate changing student enrollment needs and programs that do not follow the overall university academic calendar. Sections may be added for these programs after the 45-day deadline to accommodate their unique scheduling needs. Data on the number of course sections that necessitated changes after the 45 deadline, presented in Table 3.d, were queried during the preparation of this report in August 2020, whereas the data provided in Table 3.c and Table 3.e were queried and archived on the 45-day deadline (July 7, 2019 and November 22, 2019 for Fall 2019 and Spring

2020, respectively). The total number of course sections is higher in Table 3.d for this reason. Percentages of course sections that necessitated changes after the deadline is based on the total course sections shown in Table 3.d.

Semester	Total Course Sections	Number of Course Sections that were in compliance but Necessitated Change(s) After the Deadline	Percentage of Course Sections that were in compliance but Necessitated Change(s) After the Deadline
Fall 2019	14,171	381	2.69%
Spring 2020	13,337	210	1.57%

Table 3.d. Course sections that necessitated changes after the 45-day deadline (July 7, 2019 and November 22, 2019 for Fall 2019 and Spring 2020, respectively). The data presented in this table was archived in August 2020.

There are a variety of reasons why a small number of sections necessitated changes after the posting deadline, however, the institutional goal of 95% compliance was maintained despite the necessary changes.

e. Report the number of course sections and the total percentage of course sections that were not able to meet the textbook and instructional materials posting deadline for the academic year. Provide an explanation as to why the course sections were not able to meet the posting deadline. Note: A course section is not considered in compliance if all textbooks and instructional materials in the course section were not entered by the deadline.

Semester	Total Course Sections	Course Sections out of Compliance	Percentage out of Compliance
Fall 2019	13,951	372	2.7%
Spring 2020	13,045	277	2.1%

Table 3.e. Course sections that did not submit textbook and instructional materials adoptions by the 45-day deadlines (July 7, 2019 and November 22, 2019 for Fall 2019 and Spring 2020, respectively). The data presented in this table was archived on the 45-day deadline for each semester.

Response: There are a variety of reasons why a small number of sections were not able to meet the posting deadline, however, the institutional goal of 95% compliance has been exceeded in both semesters.

f. Report the number of courses that received an exception to the reporting deadline. Describe the exception(s) provided.

Response: No exemptions were requested prior to the reporting deadline.

Appendix A

1.b. Fall 2019

Course Titles not Requiring or Recommending Purchase of Texts/Instructional Materials		Number of Sections
AEB3671	Compar World Agric	3
AEC4465	Global Leadership	1
ALS3133	Ag and Environment Qual	1
AMH2010	United States to 1877	1
AMH2020	US Since 1877	1
ANT2410	Cultural Anthropology	6
ANT3153	No American Archaeol	1
ANT4930	Special Topics	2
ARH2050	Intro Hist of Art 1	4
ARH2930	Special Topics	1
ARH4450	Early 20th Cent Art	1
CCJ3701	Res Meth Criminology	2
CGS2531	Prob Solv Compu Softw	2
DAA2381	World Dance/Intercul	1
EEX2000	Impact Disabilities	5
ENC1145	Topcs for Composition	1
ENC3459	Writing in Medicine	1
FES3015	Prin of FES Managemnt	1
FRE3564	Contem French Culture	1
GEA4465	Amazonia	1
GEO2426	Pop Mus/Culture Persp	1
GLY1880	Earthquake Vlcn Hzrds	3
HBR3410	Adv Modern Hebrew 1	1
HUM2420	African Humanities	1
IDS2935	Special Topics	4
INR2001	International Relatns	12
LIN2704	Lang as Cognitive Sys	1
MAC1105	Basic College Algebra	12
MGF1107	Math for LS Majors 2	1
MUN1130	Symphonic Band	2
PCO4930	Sem Counsel Psychol	1
PGY2101C	Visual Literacy Photo	6
PHI2010	Intro to Philosophy	10
PHI2630	Contemp Moral Issues	3
PHI3130	Symbolic Logic	3
PHI3300	Theory of Knowledge	1

Course Titles not Requiring or Recommending Purchase of Texts/Instructional Materials		Number of Sections
REL2071	Rel and Sustain	1
RTV3405	Media and Society	1
SWS2007	World of Water	2
SYG2000	Princpls of Sociology	3
TPP2100	Acting for Non-Majors	3
WST2322	Intr Hlth Disparities	1
WST2612	Soc - Gender & Sexual	1
WST3415	Transnational Feminis	1
Total		112

Appendix B

1.b. Spring 2020

Course Titles not Requiring or Recommending Purchase of Texts/Instructional Materials		Number of Sections
AEB3671	Compar World Agric	2
AEB4282	Intl Humanitar Assist	1
ALS3133	Ag and Environment Qual	4
ANT2410	Cultural Anthropology	1
ARH2050	Intro Hist of Art 1	4
CCJ3701	Res Meth Criminology	1
CGS2531	Prob Solv Compu Softw	2
DAA1000	Fundament Dance Tech	3
DAA2381	World Dance/Intercul	1
EDF3514	Hist of Educ in US	1
EEX2000	Impact Disabilities	5
FOR2662	Forest for the Future	1
FOR3202	Soc and Nat Resources	2
GEO3341	Extreme Floods	1
GLY1880	Earthquake VlcN Hzrds	2
IDS2935	Special Topics	6
MAC1105	Basic College Algebra	7
MAC1140	Precalculus Algebra	6
MGF1107	Math for LS Majors 2	1
MUL2010	Experiencing Music	1
MUN1120	Concert Band	3
MUN1130	Symphonic Band	2
MUN3123	Concert Band	2
MUN3133	Symphonic Band	1
PHI2630	Contemp Moral Issues	1
PHI3420	Philosophy of Soc Sci	1
PLP2000	Plant Plague People	1
RTV3405	Media and Society	1
SPN3224	Applied Spanish	2
SPN3520	Cult and Civ of Span Am	1
SWS2007	World of Water	4
SWS2008	Land and Life	1
SYG2000	Princpls of Sociology	3
TPP2100	Acting for Non-Majors	3
WST2322	Intr Hlth Disparities	3
WST2612	Soc - Gender & Sexual	1
Total		82