

CAMERON UNIVERSITY

Instructional Materials Policy- University Bookstore

Policy Statement

To provide information to students, faculty, staff, and the public regarding the cost of instructional materials in accordance with Oklahoma State Statute (70 O.S., Section 3218.8).

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Who Should Know This Policy

President	Faculty
Vice Presidents	Other Accounting/Finance Personnel
Deans	Students
Department Chairs	Other Groups
Directors	All Employees

Responsibilities

Responsible for Policy

University Officer Responsible

Vice President for Business and Finance

Procedure

STATEMENT OF PURPOSE: In support of the above policy statement, the following procedures and information are provided:

1.0 The University Bookstore shall:

- 1.1 Provide students with the option of purchasing instructional materials that are unbundled when possible, and disclose to faculty and staff the costs to students of purchasing instructional materials.
- 1.2 The University Bookstore will provide direction on how the public may go to publisher's websites to learn how new editions vary from previous editions. The free website is located at www.bowker.com/books-in-print.
- 1.3 Actively promote and publicize book buy-back programs. Information on the buy-back program is available at www.cameronbookstore.com/Buyback.
- 1.4 Disclose retail costs for instructional materials on a per-course basis to faculty and staff and make this information publicly available on the bookstore website.

Contacts

Policy Questions: University Bookstore, (580) 581- 2375

Forms

In support of this policy, the following forms are included: None

Policy History

Policy

Issue Date:	October 24, 2007
Reviewed, no revision:	February 2016
Revised:	December 2024