

<b>Policy Title</b> Textbook Adoption Policy	<b>Effective Date</b> 10/16/08	<b>Policy Number</b> IN-116
<b>Responsible College Division/Department</b> Instruction	<b>Responsible College Manager Title</b> Vice President of Instruction	
<b>Policy Statement</b> Lakeshore College will comply with the Higher Education Opportunity Act (HEOA) of 2008 adoption and procedure guidelines.  The adoption process will include the indication of whether a textbook is required or recommended.  Deans are responsible for ensuring that all courses under their authority have adoptions submitted by the deadline.  Divisions are required to adopt the same course materials for all sections of each course in a given term.		
<b>Reason for Policy</b> This policy was created to ensure compliance with Section 112 of the federal HEOA of 2008.		
<b>Cross References and Legal Review</b> <b>Review/Revised:</b> 4/9/2025 <b>Legal Reference:</b> <b>Cross Reference:</b> <a href="#">HEOA of 2008 section 112</a> ; <b>Board Policy:</b> III.A. General Executive Constraint, III.B. People Treatment		
<b>Definitions</b> Textbook - Various and all types of course materials, including software, electronic files, supplemental supplies and materials, and purchased course packs.		