

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 <https://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 <https://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