

LOS RIOS COMMUNITY COLLEGE DISTRICT  
APPLICATION FOR COURSE MATERIALS ADOPTION FOR FACULTY AUTHORS OR SELF-PUBLISHERS

Date \_\_\_\_\_

Instructor(s): \_\_\_\_\_

Course: \_\_\_\_\_ Department/Division: \_\_\_\_\_

Course materials to be adopted:

Title: \_\_\_\_\_ Edition: \_\_\_\_\_

Publisher: \_\_\_\_\_ Author: \_\_\_\_\_

Year of Publication: \_\_\_\_\_ Recommended Price: \$ \_\_\_\_\_ Hard Cover \_\_\_\_\_ Paperback \_\_\_\_\_ Other (describe) \_\_\_\_\_

Semester to be used: \_\_\_\_\_ Fall \_\_\_\_\_ Spring \_\_\_\_\_ Summer

Other course materials to be used in this course along with the proposed course material:

Title: \_\_\_\_\_ Price: \$ \_\_\_\_\_

Title: \_\_\_\_\_ Price: \$ \_\_\_\_\_

Instructor Signature: \_\_\_\_\_

COURSE MATERIALS COMMITTEE ACTION

The course materials shall be accepted if

1. The course "material package" serves the course adequately; and
2. The reading level and level of abstraction is appropriate; and
3. The quality of the course materials is comparable to commercially available material.

I have reviewed the course material proposed and recommend its adoption.

\_\_\_\_\_  
Approved Denied Print Name (Faculty Member) Signature Date: \_\_\_\_\_

\_\_\_\_\_  
Approved Denied Print Name (Department Chair) Signature Date: \_\_\_\_\_

\_\_\_\_\_  
Approved Denied Print Name (Dean) Signature Date: \_\_\_\_\_

If a reviewer disagrees with any of these statements and does not recommend adoption, that reviewer shall explain the ~~recommendation~~ **reason for denial** on a separate piece of paper.

Price: \_\_\_\_\_

Bookstore Manager: \_\_\_\_\_ Date: \_\_\_\_\_  
Print Name Signature

**Copy to: Instructor, Area Dean, Bookstore Manager**