



## Policy

Amendments to the Alabama Ethics law passed by the 1986 Legislature place faculty of state-supported institutions of higher education within the purview of the conflict of interest standards set forth in the law. Advisory Opinion No. 1130 issued by the Alabama Ethics Commission on August 11, 2014, authorized to make the process where composed of other faculty members and administrative

\*NOTE: For purpose of this policy, textbooks include published materials, including digital, which students would be expected to purchase.

## Purpose

The purpose of this policy is to mitigate the potential for conflict of interest when faculty authored textbooks are used by students. When using faculty authored textbooks there is a potential conflict which may arise by requiring students to purchase course materials authored by a faculty member and for which a faculty member authored and may stand to gain financially.

## Submission of Materials

Faculty must submit, to a College/School Committee, copies of self-authored or co-authored course materials that will be required for student purchase prior to textbook assignments to such faculty students. The text itself should be submitted along with projected cost to the student.

## College/School Committee

Appointed by the dean, each academic department or college/school is required to have a faculty/staff authored text review committee composed of faculty and administrator(s). The committee should be led by an individual at the dean or associate dean level but members may be ad hoc to provide a thorough review of content. The College/school must ensure that any college/school committee is no less restrictive than the University policy. The Committee would need to convene only when a textbook has been submitted for review.

# Faculty and Staff Authored Textbook Policy

Effective Date: March 1, 2016

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