



Policy

SELECTION OF TEXTBOOKS AND OTHER INSTRUCTIONAL MATERIALS POLICY

DCB.619

EFFECTIVE DATE: NOVEMBER 2017 REVISED: FEBRUARY 2025

SOURCE: [SBHE Policy 611.9](#)

Policy

In accordance with State Board of Higher Ed Policy 611.9, Selection of Textbooks and Other Curricular Materials, Dakota College at Bottineau (DCB) has adopted the following implementation policy:

- a.** An instructor may not receive financial compensation or any other form of remuneration, excluding supporting educational materials for teaching, from a publisher or an agent of the publisher for the purpose of selecting or assigning textbooks or other curricular materials.
- b.** An instructor or any employee who is paid or received remuneration in connection with the sale or assignment of textbooks or other instructional materials must assign all royalty payments or other remuneration resulting from the assignment of the textbook or other instructional materials to DCB. The college will assign all payments or other remuneration to the instructor or other employee's department.
- c.** An instructor who believes this policy has been unfairly applied to him/her can appeal to an ad hoc committee appointed by the Faculty Senate President. The committee shall provide a recommendation to the Campus Dean. The Campus Dean will make the final decision.
- d.** This policy will be periodically reviewed with the input of faculty, students, and administration.