

**LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM**  
**Policy #5.031**

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Title: **LCTCS POLICY ON ELECTRONIC CONTENT**

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Authority: Board Action	Original Adoption:	February 8, 2012
	Effective Date:	February 8, 2012
	Last Revision:	N/A

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As per Act 308 of the 2011 Regular Session of the Legislature, the Board of Supervisors has as a goal to reduce the costs and improving the convenience of accessing textbooks and instructional materials for students. Given this goal, the Board urges colleges to use the following priorities in the provision of these items:

1. While this policy seeks to establish clear direction and priorities for the provision of instructional materials for students, faculty play an essential role in selecting course materials. This policy seeks to reinforce that role.
2. Open source materials are top priority and should be made available to students if such materials exist.
3. In instances where open source materials are not available for a given course, e-books, e-content, digital books and digital content should be the priority.
4. Traditional textbooks should be used as a last resort if open source or electronic materials are not available.

The Board directs Board staff to develop guidelines for the assessment, collection, and expenditure of the related funds and upon completion of those guidelines authorizes the colleges to assess an e-content fee in accordance with those guidelines.