

SOUTHWESTERN COMMUNITY COLLEGE	ADMINISTRATIVE TEXTBOOKS	Policy 3.03.05
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Faculty members and staff are prohibited from selling textbooks.

- a. No employee shall profit from the sale of instructors' textbooks or desk copies of textbooks owned by the employee or the College.
- b. Copies of textbooks (or instructors' text) purchased by the College remain the College's property and shall not be sold or given away by the instructor.
- c. The faculty and staff may donate or give away copies of complimentary texts, except for teacher/instructor editions of texts currently being used by a College class. Every effort should be made to ensure the College library already has a reference copy of a book prior to donating the book elsewhere. Except as provided herein, the College will dispose of complimentary textbooks in a manner pursuant to N.C.G.S. § 115D-15 and College policy.

Legal Reference: N.C.G.S. § 115D-15

Adopted: July 2008

Revised: February 2014