Request for Adoption of Faculty-Authorized Texts

UT Regents Rule 31004 requires pre-approval from the department or program chair, dean and the provost of any materials written by a faculty member that may be sold to students. To avoid any conflict of interest or appearance of conflict of interest, the suggested course of action for a faculty member who wishes to assign their book as a required text in their class is to agree to donate the royalty proceeds to a student organization, UTA or other educational institution, a charitable organization or a not for profit foundation.

Date: __________________/________________/________________

Faculty Member Author: __________________________________________

Department: ______________________________________________________

Name of Textbook or Manual: _________________________________________

Publisher: __________________________________________________________

Cost to Student: _______________ Monetary Benefit to Author$ ______________

In What Course/s is the Textbook Used? _______________________________

Textbook is:   Required   Supplemental Reading

Provide explanation and describe the procedure used to ensure the proposed textbook is appropriate for the course/s:

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

Has the Proposed Textbook previously been approved for use at UTA? __________

I agree / do not agree to donate the royalty proceeds to a student organization, UTA or another educational institution, a charitable organization or a not for profit foundation.

_________________________ Approved/ Not Approved

Chair or Director

_________________________ Approved/ Not Approved

Dean

_________________________ Approved/ Not Approved

Provost