



Re: Textbook adoption information for 2024/2025

Dear Deans, Associate Deans, and Deans of Academic Success,  
 (all faculty have been Bcc'd on this message)

As we transition to Follett as our new bookstore operator, we would like to share the textbook adoption information and deadlines for the next full academic cycle. We ask that you share this information with the appropriate faculty and staff in your department(s) who are involved in the textbook selection and ordering process. If you have any questions, please do not hesitate to ask!

Semester	Textbook Adoption Deadlines	Tri-C Textbook Access Deadlines
Fall 2024	July 19, 2024	July 19, 2024
Spring 2025	October 15, 2024	October 15, 2024
Summer 2025	March 22, 2025	March 22, 2025
Fall 2025	April 15, 2025	April 15, 2025

<b>Fall 2024 Term</b>	<b>Tri-C Textbook Access Student Opt-Out Deadlines</b>	<b>Non-Access Textbook Refund Deadlines - 100%</b>
16-week and 8-week term	September 2, 2024	September 2, 2024
14-week term	September 16, 2024	September 16, 2024
12-week term	September 30, 2024	September 30, 2024
2 <sup>nd</sup> 8-week term	October 28, 2024	October 28, 2024

*\*These dates are selected in order to provide students with book information as they register for classes. Identifying textbooks prior to registration is an important compliance requirement for Tri-C.*

### Textbook Adoption deadlines

The current deadline for this coming Fall has been set for July 19<sup>th</sup> and we have set this date for a couple of reasons. Adopting on time contributes to course materials affordability. One of the main reasons we are requesting adoptions to be submitted by this date is to ensure that instructors, the campuses, and your bookstore are compliant with accurate pricing for students when they register for classes. By submitting adoptions prior to the due date or by the due date, your campus bookstore has time to source used and rental inventory which translates to savings for your students. This due date will allow us to work with publishers and vendors to provide clear, accurate pricing for textbooks and course materials so when a student registers for their courses there are no surprises when paying their tuition and fees. Your assistance with providing your adoptions to your bookstore will help your students be

successful beginning day one of their college experience simply because they will have the materials they need the day they walk in or log in to class.

### Submitting Fall 2024 Textbook Adoptions

We will be integrating Follett Discover Adopt which allows you to easily discover, research, and adopt course materials all in one place. In addition to adopting traditional print materials, Follett Discover makes it easy to search and adopt non-traditional materials such as YouTube videos or open educational resource (OER) content from providers such as Merlot, OpenStax, and Coursera. The Follett Discover Adopt tool is expected to be live within the next 2 weeks as testing is nearly complete.

As we are working through this transition, we are still in the process of transferring all of the adoption files from B&N and they are expected to be completed by the end of next week. In the interim, for any additional Fall 2024 course material requests that were not already sent to B&N, please submit your adoptions using this link [Tri-C Adoption Form](#). If the title you list is used in multiple sections of same course, no need to submit for each section, just list the CRNs in the department course section box. If the course you are listing uses the same material for each section on one campus, it is also acceptable to put "All sections". If you are not using any materials in your course, please mark the Title/Author/ISBN boxes as NONE.

If we have not received an adoption from you or your department for Fall, the campus bookstore will be reaching out in the next week to notify you. If you have been notified of a missing adoption, please submit what you would like to use using the link [Tri-C Adoption Form](#) as soon as possible. If you are having any issues submitting your adoption or have any questions, please submit them to [cuyahogacc@bkstr.com](mailto:cuyahogacc@bkstr.com).

### How to view submitted adoptions in the interim

To verify accuracy of your textbook and course materials adoption please follow the steps below and check periodically for a materials update.

Step 1: [www.tricbookstore.com](http://www.tricbookstore.com)

Step 2: Select Textbooks

Step 3: Select Find Your Textbooks

Step 4: Select Campus

Step 5: Select Program

Step 6: Select Term

Step 7: Select Department

Step 8: Select Course

Step 9: Select Section

Repeat 7-9 as needed

Step 10: Select Find Materials for Courses

\*If you see your courses and the message below appears, that is an indicator that we have not submitted your adoption into the system just yet but are working on it.

**1** PHIL / 1000 / 81751 Instructor Toni Nicoletti  
Course Materials are being finalized. Check back soon for updates.

\*If you see your courses and this message is presented, that means no adoption has been given and we need you to submit one.

**2** PHIL / 1000 / 83779 Instructor Adrian Rutt  
Course Materials have not been determined. Check back soon for updates.

### When Follett Discover is Live

The Follett Course Material Team will conduct virtual group training sessions for faculty and administrators. We are working with College best training schedule times for people to choose from either in-person or virtually. Please note that we will be contacting you via your Tri-C email to set up Follett Discover training sessions. So please keep an eye out for your invite!

### Campus Bookstore Contact Info

#### West

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#### East

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#### Westshore

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#### Store Operations

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#### Course Materials

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