

BRIDGEWATER STATE COLLEGE  
MEMORANDUM

Date:

To: Dana Mohler-Faria, President, Bridgewater State College

From: Professor \_\_\_\_\_, \_\_\_\_\_ Department

Re: Disclosure of Decision to Adopt Instructional Materials  
In Whose Sale I Have a Financial Interest

In compliance with the Massachusetts G.L.c.268A, §6, I disclose my intent to adopt the following:

Semester: _____ Year: _____ ( ) Day ( ) DGCE ( ) Non-Credit <i>check all that apply</i>
Course Number and Title: _____
Anticipated course enrollment: _____ students in _____ sections.
Full description of materials (e.g., published text, course-pack, CD, etc) (use reverse side of form if necessary)
<p><i>If this is a published work sold to students through a 3<sup>rd</sup> party such as a bookstore:</i></p> <p><u>Check all that apply</u></p> <p>( ) I am the author    ( ) I am the editor    ( ) Other (indicate)</p> <p>( ) I am the co-author    ( ) I am the co-editor</p> <p>From sale of this title to Bridgewater State College students I anticipate that I will receive royalties in the amount of \$_____.</p>
<p><i>If you are the publisher of this work and are selling it directly to students:</i></p> <p>From direct sale of this title to Bridgewater State College students I anticipate that I will receive income of \$_____ of which \$_____ is profit.</p>

In the event you determine that my financial interest is sufficiently substantial to warrant assigning to someone else the decision whether the instructional materials described above should be adopted for use in the course identified above, I agree to allow the Department Chair/Graduate Program Coordinator to make that decision in my stead.

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Signature of Faculty Member      Date

Determination of Bridgewater State College Appointing Authority

( ) I have reviewed this matter and determine that the faculty member's financial interest as disclosed above is not sufficiently substantial to warrant my assigning to someone else the decision whether the instructional materials described above should be adopted for use in the course identified above.

( ) I have reviewed this matter and determine that the faculty member's financial interest is sufficiently substantial to warrant my assigning the decision in question to someone else. Therefore, in accordance with M.G.L.c.268A, §6, I assign that decision to the Department Chair/Graduate Program Coordinator.

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Dana Mohler-Faria, President      Date

