

UNIVERSITY of HOUSTON

Bookstore Advisory Committee Auxiliary Services

Date: Wednesday, October 12, 2011

Place: Moody Towers Dining Hall Conference Room

Time: 12 pm-1:30 pm

Attendees: Deborah Marks, Marcella Norwood, Michael Mchugh, Heidi Kennedy, Lili Zamarano, Lindsay Blagg, Thomas Schanding, Ramona Taylor, B. Renae Milton

Meeting Minutes

I. Open Forum

II. Approval Items

A. Approval of the Minutes from September 14, 2011 Meeting

1. approved

III. Information Items

A. University Bookstore Updates – Lili Zamarano

1. online orders are still up in September – up 0.4% over the same time last year
2. Textbook adoptions
 - a. sent to department coordinators and faculty members the week of Sept. 26
 - b. Spring adoption deadline is Oct. 21, 2011 – so far Bookstore has received 7% of adoptions
 - c. email notice sent via Faculty list serv this week
3. general merchandise sales up
 - a. promotions are running every month
 - b. Monday money back promotion still running after a football win
4. operational
 - a. CMA touch screen registers installed in main store
 - b. Fall Graduate Fair successful
 - i. Balfour ring vendor said more students purchased their ring this semester than at any other grad fair event before

B. Q&A

1. textbook adoptions – report sent weekly after deadline to those that have not adopted textbooks; many faculty just now finalizing their courses they will be teaching in Spring

2. new editions – not automatically ordered by bookstore; if bookstore knows about new edition becoming available, will first ask the faculty member if they would like to adopt; sometimes bookstore may not know and the faculty member may be notified directly from publisher

IV. New Business

A. Items for next agenda

1. eBooks – explanations on using eBooks, pros and cons of using eBooks for courses
2. NookStudy promotions – many students unaware of application; look into marketing and educating to reach more students
3. Update on Ad hoc textbook affordability committee

B. unrelated announcements for committee

1. international students having sale at PGH breezeway on Oct. 13 – Norwood
2. looking for sponsors from Faculty Senate and Staff Council for non-discrimination resolution to add phrasing “gender identity and expression”- Mchugh

V. Adjourn