

Bookstore Advisory Committee Auxiliary Services

Date: Wednesday, Jan. 23, 2013

Place: Fresh Food Co. at Moody Towers small conference room

Time: 1-2:30 p.m.

Attendees: Rosie Guajardo, Joshua Boadi, Felix Robinson, Turner Harris, Heidi Kennedy, Kelli Getz, B. Renae Milton, Richard Zagrzecki, Marcella Norwood, Cheryl Grew-Gillen, Deborah Davis

Meeting Minutes

I. Open forum

II. Approval items

- a. November meeting minutes
 - i. Approved

II. B&N updates

- a. Lili Zamorano is retiring from the UH Bookstore as its general manager. Her last day is Jan. 29
- b. Store changes during renovations to the University Center
 - i. Experiencing phone and network outages on a regular basis due to renovations
 - ii. Store sales are up 5.4 percent over previous year
 - iii. Website sales are trending up 22 percent over previous year
 - iv. Continue to run some type of promotion every month
- c. The fan shop is doing well, despite the stadium construction
 - i. Overall sales are up 38 percent from previous year
 - ii. Clothing sales are up 57 percent from previous year
 - iii. Spirit Gift sales up 50 percent over previous year
 - iv. The Final Robertson Stadium Season shirts sold out (300 total)
 - v. There is a new concession booth in Hofheinz Pavilion that allows for more UH merchandise to be sold during basketball games
 - vi. New Nike coaches line for men and women coming soon
 - vii. Even with football stadium attendance not being as high as previous year, sales were still good

III. Textbook adoptions

- a. Spring 2013 semester
 - i. 66 percent of textbook orders were submitted by the first due date of Oct. 26
 - ii. To date, the orders are at 100 percent, versus 99 percent submitted last year to date
 - iii. Going into the first day of school, the submitted orders stood at 98 percent
 - iv. A lot of book orders come in on the first and second day of class

v. If bookstore knows a book will be used again in the spring, then it can pay student more during book buybacks. If not, store can only pay wholesale price.

vi. Book buybacks will start on April 30

b. Summer and fall 2013

i. First due date is March 22, so first requests will start being sent out in mid-February

ii. Registration estimated start date is in early April

iii. 17 percent of orders were submitted by April 1, 2012 for the fall 2012 semester

c. B&N marketing

i. The faculty senate has requested that the faculty textbook ordering information be added to the faculty page in PeopleSoft. It's been moved to the top and bolded.

ii. The bookstore is using all campus media to get information out the students and the campus community, including ads on TVs in the Wellness & Recreation Center, bus stop ads, Daily Cougar ads, email and social media

iii. SGA and the bookstore are working together to improve book adoption submission and processes

iv. Orders will be accepted in any manner, but it is easier for faculty to do it through the website

IV. Textbook Subcommittee

a. This annual subcommittee is created to focus on textbook adoptions and affordability

i. Charged with ensuring that the SGA has standard protocols for textbook adoptions

ii. Email sent out to subcommittee members to determine best day for first meeting

iii. Tammy Hoskings is still waiting for document to be approved by general counsel, so it is still in draft form. It will be discussed during the first subcommittee meeting

iv. Reminder emails will be sent out later this semester to faculty for the summer and fall semesters adoptions

V. New business/member items

a. Town hall meeting should be held in the spring – typically held in April, although one was not held in spring 2012

b. Suggestion was brought up that textbook policies be reviewed to ensure that UH is in compliance and that they are posted on the webpage

VI. Adjourn

Next meeting

Date: Feb. 13, 2013

Time: 1-2:30 p.m.

Location: Fresh Food Co. at Moody Towers