

# UNIVERSITY of HOUSTON

## Bookstore Advisory Committee – Auxiliary Services

### Meeting Minutes

**Date:** Wednesday, October 24, 2018

**Place:** Auxiliary Services Conference Room, University Lofts, Suite 103

**Scheduled Time:** 1:45pm-2:45pm

**Attendees: Voting Members** – Steven Woods, Marcella Norwood, Sam Bower, Elizabeth Lisa Cruces, Gillian Bautista, Isaiah Silva, Valentin Perez

**Non-Voting Members** Emily Messa, Rosie Ashley, Matt Prasifka, Bill Schaub, James Pettijohn, Heidi Kennedy, Lee Hilyer, Cameron Barrett, Darrell Hooker, Randolph Campbell

- I. Open Forum  
Elizabeth Cruces announced the new Open Education Resources Coordinator, Ariana Santiago
- II. Welcome/Roll Call
- III. Introductions  
Members introduced themselves to each other
- IV. Approval of Minutes  
Lisa Cruces made the motion to approve the minutes from the 4/12/18 meeting. Dr. Woods seconded. No opposes. Minutes were approved.
- V. Department and Committee Overview  
Matt Prasifka discussed the structure and expectation of members. Members are required to attend, participate and bring forth recommendations from the group that they were appointed by. Matt also briefly mentioned details of the Annual Report, noting that the Annual Report includes meeting summaries, projects and accomplishments of the committee and is submitted to the Faculty Senate at the end of the Fiscal year.
- VI. Barnes & Noble Update  
Bill Schaub, the Bookstore Manager presented the following updates:
  - Partnered with the Library on First Day and Open Education Resources (OER) options which has been shared with the Provost.

- Opinion based surveys about the performance of the bookstore were sent to the Faculty and approximately 160 have been completed.
- Introduced the New Math Access Code Digital Gateway
- Upcoming Promotions for October: 25% off all red shirt products and fleece wear. BOGO 50% off for hats, and on October 16-18 Class Ring vendor will be in the store.
- Upcoming Promotion for November includes: 25% off all Nike and Under Armour, 50% all clearance, BOGO 50% Champion, and Cap and Gown distribution will begin on Nov 19<sup>th</sup>.
- The Student Success Campaign 2018 for Textbook Adoptions has started as the Provost was also notified.
- Discussion ensued regarding compliance for Senate Bill 810 regarding registration, integration and faculty's use of OER. The Committee discussed the benefits of collaboration, keeping in mind that communication with Academic Affairs is the grassroots of controlling cost which ultimately helps the University provide a quality education. Brief discussion on the working with the Provost Office on sending a clearer message on the importance of turning in course materials to the Bookstore.

VII. At-Large Candidates

Darrell Hooker presented his interest in serving as Graduate at Large Member to the group. Members voted by a show of hands. Darrell Hooker was elected. Congratulations Darrell!

VIII. Election of Vice Chair

Valentin Perez explained to the members the duties as Vice Chair. Dr. Norwood expressed interest in serving as the Vice Chair. Members voted unanimously in her favor. No opposition. Dr. Marcella Norwood was elected as Vice Chair. Congratulations Dr. Norwood!

IX. Member Items

Members discussed in detail Faculty Roadshow and Student Roadshow. Valentin Perez shared the goals of the Roadshows, as well as other ideas for next year's event. Bill Schaub stated that he would like the event to occur more often as a way to get student more engaged with what is going on with the bookstores. Bill also stated that he and his team would like to potentially attend Departmental and/or College meetings. Lisa Cruces mentioned open access through conversations to help pollenate the progress being made with the bookstore. This would hopefully lead to a more informed partnership. **Action Item:** Dr. Messa would like Matt to do some outreach to outside organizations.

X. Meeting adjourned at 2:47pm.

**Action Item:** Matt will poll members to determine the next meeting date and time.