

Bookstore Advisory Committee

11/12/2025

Goals of the Committee:

1. Enhance faculty awareness of book and supply processes
2. Strengthen cross-departmental communication
3. Monitor and oversee bookstore agreement compliance

Announcements:

- If you are still waiting to receive your spring schedule for 2026, as there have been many changes, just remember to submit your book order asap, within 5 days upon receipt.
- Established our three goals for the 2025-26 year
- Coding problem with OER/ZTC texts in reports resolved! Problem was some non-OER textbooks were being categorized as OER.
- Every textbook order needs to fill out the drop down menu to categorize the textbook. Most non-OER books should be classified under the Y option:
- VP of Finance will meet with bookstore rep on a monthly basis to discuss operations
- We are working to have more affordable apparel in the bookstore
- Bookstore is going to stock more essential school supplies and snacks. For faculty needed to have the bookstore stock items, please email Julian directly to let him know.
- Discussion on default textbooks list

Completed Items:

- Coding problem with OER/ZTC texts in reports resolved
- eCampus notified to update system to ensure every textbook order includes categorizing the textbook via drop-down menu.
- Established new bookstore hours to accommodate more evening students. Highest traffic is between 9 and 3 pm.
- Completed our charge and goals

Upcoming Items:

- Research to ensure eCampus has fulfilled contractual obligations for student scholarships
- Create language around textbook accessibility requirements
- Create statement of clarity for department chairs and deans

Respectfully submitted,

Michael McNellis, Faculty Co-Chair