

# BAC Meeting Minutes

## 11/13/24

**Call to Order:** Meeting called to order by Michael McNellis

### Roll Call:

- **In attendance:** Andrea Thorson, Michael McNellis, Fabiola Butcher, Sara Wallace, Melissa Ysaais, Rita Jones, Arlene Vargas, Julian Navarrette, Proxy for Dual Enrollment – Alma Feathers.

### Old Business:

None

### Agenda Items:

#### 1. Committee Goals:

- a. BAC needs to submit three goals for senate requirements:
  - i. Enhance faculty awareness and book supply processes
  - ii. Strengthen cross-departmental communication
  - iii. Monitor and oversee bookstore contract compliance
- b. Vote taken to adopt the new goals. Unanimously approved. Faculty co-chair will take goals to Senate and Rita Jones will post on BC Committee page.

#### 2. Bookstore Issues

- a. **Hours:** The bookstore is not open when they are needed.
  - i. Per Bookstore Manager, the current operating hours of the campus bookstore are from 10am-5pm Monday through Thursday. They are open a little earlier for the first two weeks of each semester. The bookstore is closed from 1pm-2pm for lunch.
  - ii. Bookstore manager was asked to make larger physical signs with store hours, including the lunchtime closure, and post on doors. Change wording to Open 10am-1pm and 2pm-5pm.
  - iii. Student representative suggested posting bookstore hours in offices of Financial Aid, Student Life, and on other places around campus so students will be aware.

- iv. **Action Item:** Our team will make flyers and post them around the campus in suggested areas. Bookstore manager will make larger signs for the bookstore itself.
- v. **Action Item:** Request to Marketing to update the website so it shows the bookstore hours.
- vi. President Fliger would like to see expanded bookstore hours to provide more service for students with morning classes. Bookstore manager will attempt to change staffing to cover more time.
- vii. Discussion of expanding hours: Suggestions included a split schedule, with some days opening and closing earlier and others opening and closing later and adding additional staff to allow for better coverage of expanded hours in the earlier morning, later evening, and lunchtime.
- viii. Student representative provided a student's perspective on what hours would be best for students. If hours are extended on certain days only, she would suggest a staggered schedule of Monday/Tuesday and Wednesday/Thursday.
- ix. When asked, Bookstore Manager said he is not sure if the bookstore can hire student workers with the way the budget is set up. Co-Chairs offered any support he needs when talking to University Gear Shop to request additional staffing to meet student needs.
- x. Bookstore Manager reported that the store slows down at the end of the semester. Students do not buy as many books but do have supply needs. The store opens at 8am during finals week.
- xi. When asked what is needed to get additional staffing, Bookstore Manager said they need more sales to get more staffing. This was not a sufficient argument and an expectation for coverage to meet student need was insisted upon.
- xii. Discussion on extended hours at Delano campus as well.
- xiii. **Resolution:** Committee suggested BAC should make a resolution to extend the bookstore hours and have Bookstore Manager take it to University Gear Shop so they can figure out how to get the new hours staffed. BAC made the resolution to extend the bookstore hours as follows: Monday/Thursday 7am-

5pm, Tuesday/Wednesday 9am-7pm, Friday 7am-12pm. A unanimous vote approved the resolution.

- b. **Prices:** Items in the bookstore are very expensive and are not realistically within a student's or even staff member's budget.
  - i. Bookstore Manager reports they are looking for vendors that offer items at a lower price point.
  - ii. Will ask about clearance pricing for items with the old logos now that we are going to get items with the new logos.
- c. **Buybacks:** No advertising for buybacks.
  - i. Per Bookstore Manager, all buy back advertising is done on eCampus' end and shared contact information for University Gear Shop: Bill Boney.

**Meeting Closed. Next meeting scheduled 11/27/24**