

Bookstore Advisory Committee(BAC)

Meeting Minutes 2/11/2026

Call to Order: Meeting called to order by Michael McNellis

Roll Call:

- **Members In attendance:** Michael McNellis, Sara Wallace, Fabiola Butcher, Ruthie Welborn, Rita Jones, Julian Navarrette

Approval of Minutes:

- Minutes from 1/28/26 were reviewed. Members agreed to approve minutes unanimously.

Old Business:

1. Bookstore tracking report.
 - a. Will discuss this report when VP King is in attendance.
 - b. OER Rep wanted clarification on reporting and whether this report has the information needed for required OER reporting. A quick scan of the bookstore tracking report revealed it doesn't currently break down that category.
2. Review Summer and Fall book order deadlines.
 - a. Reviewed and made edits to reminder announcement. Will go out to faculty directly after this meeting.
 - b. Rita will check on process to add resource page to our committee page to add flyers, links, and videos.
3. Update on student funding.
4. Inviting DSPS to our next meeting
 - a. In progress

New Business:

1. Discussion on storing default textbook data

- a. BAC should be the keeper of the textbook data sheet. Too many people editing would be an issue. Once books are decided on, they could email BAC the information and BAC would keep the list updated.
2. Adding category to Bookstore tracking report
 - a. OER Rep would like to request feedback on creating a new Tableau page to track OER/ZTC usage by specific categories.
3. High price books
 - a. Student reported an issue to student life with a question about two books they needed totaling \$800. Discussion on whether there is any monitoring of how high book prices are. Academic freedom would not allow a limit on price, if a specific book were over the limit.
 - b. Bookstore manager said he had never seen a book over \$200 and wondered if the student was looking elsewhere and found a private seller at the higher price.
4. Book advance emails
 - a. Financial aid rep reports students are not getting emails from eCampus letting them know they have book advance funds. Co-chair will set up a call with eCampus and Financial Aid to figure out how to fix this.

Meeting Closed. Next meeting scheduled 2/25/26.