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| <b>GOVERNANCE STRUCTURE GROUP REQUEST</b> |
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| <b>Request submitted by:</b> Bonnie Ann Dowd                                                                                                                                                                                                                                                                                                                                                                                                                              |                |            |                  | <b>Date:</b> October 30, 2008 |                     |                   |
| <b>Proposed Name of Requested Group:</b> Bookstore Subcommittee                                                                                                                                                                                                                                                                                                                                                                                                           |                |            |                  |                               |                     |                   |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>Council</b> |            | <b>Committee</b> | X                             | <b>Subcommittee</b> | <b>Task Force</b> |
| <b>Action Requested:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                | <b>Add</b> | <b>Delete</b>    | X                             | <b>Change</b>       |                   |
| <b>Role:</b> Works as a liaison between students, faculty, staff, Business Services, and the bookstore vendor to assist in providing quality services from the vendor, and to make recommendations to the vendor for improvement/changes in services to students, faculty, and the college.                                                                                                                                                                               |                |            |                  |                               |                     |                   |
| <b>Product:</b> Written quarterly report on services and quality of operations                                                                                                                                                                                                                                                                                                                                                                                            |                |            |                  |                               |                     |                   |
| <b>Reporting Relationship:</b> Finance and Administrative Services Planning Council                                                                                                                                                                                                                                                                                                                                                                                       |                |            |                  |                               |                     |                   |
| <b>Meeting Schedule:</b> Third Monday of the month from 2:00 p.m. to 3:00 p.m.                                                                                                                                                                                                                                                                                                                                                                                            |                |            |                  |                               |                     |                   |
| <b>Chair:</b> Director of Business Services                                                                                                                                                                                                                                                                                                                                                                                                                               |                |            |                  |                               |                     |                   |
| <b>Members:</b> <ul style="list-style-type: none"> <li>• Two Faculty representatives appointed by the Faculty Senate</li> <li>• Two Student representatives appointed by ASG</li> <li>• One Administrative Association representative appointed by AA</li> <li>• One Classified Unit Employee representative appointed by CCE/AFT</li> <li>• One Confidential and Supervisory Team representative appointed by CAST</li> <li>• Bookstore vendor representative</li> </ul> |                |            |                  |                               |                     |                   |

Reviewed by Strategic Planning Council:

- 10-07-03 Approved
- 04-04-06 Revised
- 12-02-08 Revised

Approved by PAC: 10/2/01