

## **Bookstore Advisory Committee**

Meeting Notes – November 20, 2001 12:30noon – 1:45PM

Present: Candi Francis, David Frazier, Jerry Houser, Sandy Nanninga, Frank Mendez, Walt Della-Santina (Follett), Michael Schaeffer, Jerry Patton (No student showed)

### Items of Discussion

1. Follett College Stores presented update on operation
2. Discussion on dissatisfaction with shortage of books ordered
  - a. Plan agreed to by Follett to have a person present to monitor the book orders with the enrollments did not happen
  - b. Tags on shelves are not being kept current to reflect re-order status
  - c. IS did not complete the programming on a report for Follett that would allow better tracking of enrollments
3. Discussion on solution to book shortage
  - a. Follett agreed to hire additional people, up to 3 if necessary, to monitor the enrollments and adjust publisher orders
  - b. Follett agreed to keep shelf tags current
  - c. Patton will make sure IS completes the query for enrollment reports
  - d. All agreed we do not want to be back at the table discussing this issue again after spring rush
4. Discussion on late book adoption requests
  - a. Follett gave update on book adoption requests that are still not in
  - b. 364 courses still without book orders
  - c. Lists have been sent out to VPs, deans and department heads
  - d. Patton will again take issue to VP meeting
  - e. Follett will review how to identify departments and courses that they never heard from for Fall, 2001 classes; then notify department head and dean
5. No meeting again until after Spring rush is over