



**Bookstore Committee Minutes  
January 27, 2006 3:00 pm  
Room 804A**

Present: Pegi Ard, Johanna Bowen, Doug Deaver, Gabe Guttierrez, Paul Harvell, Susan Lonblad, Steve Miner, Luz Maravilla, Dan Rothwell

Absent: Glenn Dixon, Jim Weckler

Notetaker: Tatiana Bachuretz

Pegi called the meeting to order at 3:07 pm.

I. Approval of Minutes: The minutes were approved unanimously (Harvell/Deaver).

II. Educating Stakeholders

- Faculty Senate Update: Paul had nothing to report.
- Student Senate Update: Luz had nothing to report.
- Bookstore Update:  
Websales: To date, \$21,000 of orders have been shipped. Biggest sale was Tuesday, \$9,000.

During buyback in December, silicon bracelets were handed out to advertise the web address. There is a new tab for shipping info. Websales for non-text items require photos and descriptions (sweatshirts, etc) and will be added at a later date. First items sold on the web were catalogs and schedules.

Web approval for bank cards was installed Fall 06 and has decreased approval time from 10 to 12 seconds to 1 to 1.5 seconds. Students say that process seems easier.

Communication with Faculty: Steve distributed the Frequently Asked Text Questions for January, 2006 which will be distributed to mailboxes 1/30/06 describing how to submit text requisitions online. He met with the IDAs to walk them through the actual online requisition process; the new system generated considerable interest.

Bay 10 Bookstores: A textbook consortium is being considered among the Bay 10 Bookstores. Susan distributed a draft letter to Department chairs soliciting interest in finding a common textbook adoption in a department. It appears the approach is right, faculty buy in is needed. The focus is on books over \$100. Is there a way to give incentives?

Pegi asked Dan to report to the Faculty Senate that we will be talking to some of the departments about a common textbook adoption policy. Incentives to partner with other schools will be explored.

Dan suggested concentrating on publishers to get volume discounts. Dan and Paul also suggested approaching the math department to see who is willing to do this for students.

Book rental program in Bay 10 schools: The College of San Mateo report on their textbook rental program got a lot of interest. Rental is 25-30% of the cost of a new book. The biggest challenges are 1) rental program is capital intensive; 2) commitment to use the book for 4 to 6 semesters; it takes 4-6 semesters of rentals to pay for the books. San Mateo initially focused on their ECE program, with a grant from the cigarette tax to grades 1-5 for children. Susan will approach the foundation to see if there is a market for donors to fund rental purchases for some of our classes. This is attractive to donors because they can help a lot of students over time.

Buyback, in effect, produces similar results to a rental program. If we sell the book for 75% of retail and then buy it back for 50%, students pay 25%.

Reserve book program: AB2477 encouraged publishers to give 1 copy of each adoption to the library reserve program, but faculty need to ask for it. The AB2477 matrix was emailed to the Academic Senate and Johanna. Chabot has reserve copies of 85% of textbooks. Cabrillo has 100% above \$50. It is unknown how many are from publishers.

III. Next meeting date: March 23, 2006 at 3:00 pm in room 801.

The meeting adjourned at 4:00 pm.