

Provost Advisory Council  
Summary of March 26, 2009 meeting

Bert Garza	Meghan Cawley	Kay Lemon
Pat Byrne	Cole Boskey	Hassan Tehranian
Anita Tien	Ana Martinez Aleman	Lillie Albert
Ellen Winner	Paul Lewis	Alberto Godenzi
Callista Roy	Mary Kathleen Dunn	Pat DeLeeuw
Angela Amar (for Rosanna DeMarco)	(for Tony Annunziato)	Don Hafner
Robin Fleming	Ferna Phillips	Dick Cobb-Stevens
Jim Morken (for Paul Davidovits)	John Spinard	David Quigley
	Gilda Morelli	Kevin Bedell
	Tom Wall	

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1. The summary of the February 25, 2009 meeting was approved and will be forwarded to the President's Office.
  
2. Pat Bando, Associate Vice President for Auxiliary Services, and Bob Stewart, Director of the Bookstore, joined the Council to discuss the partnership of the University Bookstore with Follett Higher Education Group.
  - x The Higher Education Opportunity Act requirement for public disclosure (on the Bookstore website and in course syllabi) of ISBN numbers and pricing for books will become effective July 1, 2010.
  - x The Bookstore aims to sell books to 80% of those students enrolled in each course. Currently it sells to 66% of enrolled students.
  - x A question was posed about how the costs of books correlate with the likelihood of students purchasing texts. It was stated that the UGBC is actively trying to encourage faculty to (1) inform the Bookstore of their next-semester textbook selections far enough in advance so that the Bookstore can buy back used texts from students, and (2) place assigned texts on reserve in the Library.
  - x Questions were also raised about what textbook sales are critical to the viability of the Bookstore. At one time, book sales accounted for approximately 65% of revenue; clothing and gifts now account for 65% of revenue. The margin on book sales is much smaller than on clothing and gifts.
  - x For each dollar in new textbook sales, 32¢ goes toward the publisher's manufacturing costs (from editing to paper), 7¢ to the publisher's income, 10¢ to publisher's general and administrative costs, and 15.4¢ to the publisher's marketing costs. 11.5¢ goes to the author, 10.9¢ pays for store employee salaries and benefits, 7.4¢ to college store operations, and 4.5¢ to college store income.
  - x Used book sales provide greater savings for students; the margin for the Bookstore is also slightly higher. Students submitting books for buyback receive 50% cash of the purchase price of a new book, regardless of whether they purchased a new or used book.
  - x It was pointed out that the deadlines established by the Bookstore for book adoptions (April 17 for the following Fall semester) are difficult to meet in some

- x It was observed that the Bookstore ~~doe~~ carry many general trade books. Bob and Pat noted that retail space ~~the~~ Bookstore is extremely tight.
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for faculty and staff remain important to complete this year, even if merit increases are not possible. If achievements are documented this year, it will be difficult to recognize employees in the future when merit increases are possible.