

## Book Advisory Committee Meeting

Minutes

3/6/24

**Roll Call:** Melissa Ysais, Fabiola Butcher, Patrick Staten, Julian Navarrette, Sara Wallace, Liliana Linares, Calvin Yu, Katrina M (DSPS), Michael McNellis,

### Old Business:

- None

### New Business:

- OER link that was not working a few days ago is now functional again. There is no answer on why it was down.
- Trying to get OER info integrated in ordering page. It is not there yet.

### Continuation of Contract Review

- Pure digital course materials gross sales, eCampus is at 20% gross margin which is better than the 25% Barnes and Noble was doing.
- Once they start listing possible definitions of what may be included, it becomes very easy for them to include almost any item with the way things are worded.
- There is a question about commissionable sales made using textbook scholarships. For more details, might want to talk to Ruthie from Financial Aid.
- Are they paying the district according to the payment schedule listed on the contract? According to Calvin, there are 2 payments that have not been made which district office is following up on.
- Annual scholarships from UGS to the district. Have those been paid or distributed? Calvin hazards a guess that they haven't. Michael says that B&N always had to be reminded about making the scholarship payments.
- They said they were going to re-model the bookstore and they haven't. Said they would have free coffee and they don't. May be because of the district not wanting to compete with the Starbucks café on campus.
- Discussion with Julian about bookstore fixtures and upgrades at BC campus and Cerro Coso. Who has been paying for things? Us or them? When asked about the POS/registers specifically, Julian believes those were purchased by and belong to USG.
- The "kiosks" are at PC and CC. They are literally an iPad at a stand. Not as "state-of-the-art" or "self-serve" as advertised. Students are told not to use them for placing orders because eCampus will keep them signed in for the next person even if they sign off which may result in them not getting notifications. More orders are happening through phone or laptop and not the kiosk. Kiosk really only used if they don't have a smart phone.

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- Students go in to store to buy books and find that there is not a physical bookstore and that things will be ordered online. Often they will not go through with the order.
- eCampus has a problem with people logging in/not logging in because of Single Sign-On causing issues on shared computers. This is also the problem with the Kiosks. Safari saves and defaults to previous log in information no matter what.
- Delano doesn't have a kiosk. No info on whether they are getting one. With sign-in issues, it might be better if they don't.
- If USG doesn't spend the money on property/space improvements they owe the district the difference not spent up to \$200,000.
- Standard contract language detailing insurance and contractor details. Not reviewed in detail.
- Discussion of staffing. No student workers at this time. Contract says eCampus will do all hiring and staffing decisions. Julian confirmed this. Contract says they will hire student workers "when appropriate" which may get them out of doing that. Julian reports eCampus had him cut his staffing down after the 2<sup>nd</sup> week of class. Feels it was cut way too short way too early. It has to do with how eCampus calculates labor based on sales/demand. Big difference between staffing under B&N.
- Article 8 is more standard contract language. Briefly skimmed. Not reviewed in detail.
- Ended review to pick up at Amendments Exhibit A (page 16) next time.
- Julian would like to know items that instructors are requiring for classes that should be ordered/carried. Is there some way to find out? They have to provide back up to order items. He has a list from art, but no info from other departments. Michael says we can create a form (like old B&N supply form) with all items they need for a specific class/CRN.
- Question about regalia ordering form for commencement. Julian to follow up with Mindy Wilmont.

Meeting Closed. Next Meeting: 4/3/24.