

# WESTERN ASSOCIATED STUDENTS BOOKSTORE

## BOOKSTORE ADVISORY GROUP

### Bookstore Background

Western's Associated Students Bookstore has served the WWU campus community since 1910. Its purpose is to serve as an academic resource for the campus, integrating itself with the academic community and ensuring the availability of educational materials and related goods and services necessary for student success. The Bookstore aims to accomplish this service mission in an economically responsible manner by applying sound, efficient business practices.

Western's Associated Students Bookstore is operated in the format of a student cooperative; textbook prices reflect a student discount (currently 10%) and net operating revenues support student programs. The Associated Students manage the net operating revenues and act in partnership with the administration through involvement in the development and recommendation of general policy guidelines.

### Advisory Group Charge

The Bookstore Advisory Group is a mechanism set in place by Bookstore management to:

- facilitate feedback from representative constituent groups and to provide a forum for review and discussion of store policies, services and operations;
- serve as a sounding board for the campus community;
- make suggestions regarding effective communication with the campus community in order to strengthen its role as a service provider;
- discuss current industry issues, innovations and cutting edge ideas and processes; and
- give input regarding marketing and promotional messages that emphasize the benefits of the store as an institutional resource, a student cooperative and a revenue source for student programs.

### Membership

The Advisory Group is to consist of individuals who share an interest in the quality of operations and services of the Bookstore. Members should be individuals who have the ability to represent the interests and voice of their constituent group and who - together - have the appropriate background to assist in the review and evaluation of an institutional store serving a campus community.

Bookstore management shall work through the Faculty Senate President to select appropriate faculty representation and the Associated Students President to select student representation. The members may serve for multiple years if approved by the Faculty Senate and A.S. Presidents.

The Chair shall convene meetings no less than once per academic quarter, will prepare and gather materials for meetings, define issues for discussion, and bring in Bookstore staff or others to share information as appropriate. Committee members are encouraged to bring items of interest to the Chair for review and discussion as well. The members of the Advisory Group will keep the governing bodies of the Faculty Senate and Associated Students apprised of its work, and will facilitate open, two-way communication with the various constituent groups of the Bookstore.

**Proposed Membership:**

Chair:

Bookstore General Manager

Student Members:

The Associated Students Vice President for Business and Operations

2 Student Senate Members,

1 Student, Non AS Government Member

Faculty Members:

3 faculty members with the ability to represent faculty perspectives regarding educational resource materials and services and with interest/knowledge in campus business service operations

Staff/Administrator:

1 staff member with a perspective of supporting student success and the general needs of the campus community needs

Ex-Officio Member:

The Division Director of Budget & Administration for Student Affairs

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