

UNIVERSITY BOOKSTORE ADVISORY COMMITTEE

Purpose:

Monitors and discusses matters related to the partnership between Barnes & Noble and Northern Kentucky University

Charge:

- Conduct an annual review of opportunities and concerns voiced by the University bookstore patrons and the campus community.
- Discuss bookstore operations and evaluate if they are meeting the needs/expectations of the campus community.
- In association with departments and faculty, review and assess the textbook adoption and acquisition process to ensure that the bookstore is bringing desired high-quality textbooks and digital materials to students.
- Annually discuss the strategic direction of bookstore operations to ensure it meets the long-term growth strategy of the University.

Membership Guidelines:

The Committee will be comprised with representation from the following:

- Director of Business Operations and Auxiliary Services (Co-Chair)
- General Manager (Store Manager) – Barnes & Noble (Co-Chair)
- Two (2) representatives from Staff Congress appointed by Staff Congress President
- One (1) representatives from Faculty Senate appointed by Faculty Senate President
- One (1) representatives from the Student Government Association appointed by the Student Government President

Membership Appointment:

The Co-Chairs are appointed by virtue of their office (i.e., ex officio).

The other members are appointed by the Staff Congress, Faculty Senate, and Student Government presidents, as indicated above.

Membership Terms:

The Director of Business Operations and Auxiliary Services and the General Manager from Barnes & Noble are permanent appointments.

All other representation is for a one (1)-year academic term. Individuals may serve more than once but must be appointed by the appropriate organization on an annual basis.

Frequency of Meetings:

The University Bookstore Advisory Committee will meet 1-3 times per academic year. Generally there are no meeting scheduled for the summer term.

Expected Lifespan: Ongoing

Reporting Requirements:

The University Bookstore Advisory Committee reports through the Director of Business Operations and Auxiliary Services.

Operating Procedures:

Actions and/or recommendations garnered from the University Bookstore Advisory Committee will transfer/translate directly from the Director of Business Operations and Auxiliary Services to the General Manager, Barnes & Noble for review and/or implementation. Additionally, information garnered from the University Bookstore Advisory Committee may be used in the annual contract negotiations with Barnes & Noble.

Relationship to Other Committees: N/A

Typical Date of Membership Turnover:

Varies for co-chairs. Annually for other members.

Responsible Office: Senior Vice President for Administration & Finance

Administrative Contact Name & Position:

Jackson A. (Andy) Meeks, Director-Business Operations & Auxiliary Services
(meeksa@nku.edu) X5575

Website: <http://nku.bncollege.com>

Membership Roster (2019 - 2020)

Committee has not been named/organized for the 2019 – 2020 academic year.