

University of Houston – Clear Lake

Student Advisory Council Campus Store (SACCS)

Meeting Agenda

Date: February 02, 2022

Time: 2:00 pm – 3:00 pm

Location: Teams Virtual Meeting

- I. Welcome**

Thank you to all for participating on this council
- II. Quorum Discussion** – I would like to recommend that:
 - a. Only 2 voting members need to be present to approve previous meeting minutes. This is for approving minutes only, not any other voting matters.
 - b. At least 3 voting members must be present at a meeting to establish a quorum.
 - c. If a quorum is met, any voting would need 2/3 of voting members present to pass.
 - d. If these seem reasonable by all present (voting and non-voting), Laura will email voting members and a vote by email will be taken for items “a” through “c” above 2 weeks after the February meeting. This agenda will serve as the minimum two-week written notice of the upcoming vote and meets the notice requirement in the by-laws.
- III. Review and Approve draft Minutes from April 6, 2021, June 15, 2021, Sept. 20, 2021 and Nov. 1, 2021 meetings.**
- IV. Campus Store information**
 - a. Sales Information
 - b. Status of textbook adoptions
 - i. Update on process clarification concerning “Open Access” choice: Technical support responded: **“Since OER is auto adopted to the course there would be no pending status as it does not require processing by the bookstore. If the instructor refreshes the page they will see that the status updates instantly on the course card to OER materials being used.”**
 - c. Updates for any pertinent info
 - i. Recent event info (successful, what can be done differently, number of participants...)
 - ii. Renovations
 - iii. Holiday closings
 - iv. New services offered
 - v. Change in hours ...
 - d. Upcoming Events
 - e. Anything else ...
- V. Updates in how the campus store is accommodating social distancing guidelines with the return to campus.**

What’s new with this and any new guidelines or change in guidelines ...
- VI. What can the campus store do to better serve the campus community?**
- VII. Vote for chairperson and vice-chair for FY22**
- VIII. Suggestions for the date and time of next SACCB meeting**
- IX. Open discussions – any questions?**
- X. Meeting Adjourn**