

University of Houston – Clear Lake
Student Advisory Council Campus Store (SACCS)
Meeting Minutes

Date: March 30, 2022

Time: 1:30 pm – 2:30 pm

Location: Teams Virtual Meeting

I. Welcome

Thank you to all for participating on this council. We appreciate you taking the time to serve on this council. Heather Pule will not be able to attend the meeting today.

II. Quorum Vote Results:

- a. APPROVED - 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. APPROVED - At least 3 voting members must be present at a meeting to establish a quorum.
- c. APPROVED - If a quorum is met, any voting would need 2/3 of voting members present to pass.
- d. Voting was open for 2 weeks. 100% of the 3 votes received were in favor of the above voted upon items.
- e. The By-Laws have been amended to reflect the quorum decisions above as well as some other edits. The word document tracking the changes was emailed to all members, voting and non-voting and will be again with these minutes giving everyone the opportunity to suggestion any edits, corrections, additions, clarifications, anything to help make the by-laws work best for this council. **If you have any input, please share within the next two weeks, by April 15th.** A draft will be shared at least two weeks prior to the next meeting and will be voted upon at that next meeting.

III. Review and Approve draft Minutes from February 7, 2022. – Motion to approve by Laura Wilder, seconded by Veronica Gates. Minutes Approved.

IV. Daniel Imrecke and Laura Wilder will finish out FY22 as Interim Chair and vice-chair, respectively and then voting for new Chair in our summer meeting and new vice-chair in the fall.

V. Campus Store information – Roger shared:

- a. Sales Information through March 18, 2022
 - i. Good Sales in all categories, especially clothing, grad, and gifts, several big increases over last year
 - ii. New and used textbooks were only slightly down, not bad considering all we've gone through with the pandemic
 - iii. Laura asked what "Trade" included. Roger stated that "Trade" covers any non-textbook books such as speakers' books (for signing) and Tillman Fertitta's book ...
- b. Status of textbook adoptions as of March 24, 2022 (changes daily)
 - i. Did very well for Spring 2022
 - ii. Summer adoptions started a little late, but performing as expected.
 - iii. Summer deadline is 4/8/22.
 - iv. Expecting adoptions to be in the high 80s to 90s range.
 - v. Fall adoption email reminders have started and will be the focus after the summer deadline.
 - vi. Expect fall adoptions to increase quickly.
- c. The GetInvolved App for the campus store has been approved and Roger will be meeting with Erica Njoku and Shelby Kuepker with the Office of Student Involvement & Leadership to go over approved usage and training of the app. Looking forward to using this to reach more students with events and specials.
- d. MarComm has approved providing the campus store with the student email distribution list so we can send emails to students directly. This will be a great way to reach out to students directly.
- e. Follett family sold the business to Jefferson River Capital LLC in early February. There are no immediate plans for changes in business operations.

- f. Updates for any pertinent info
 - i. Recent event info -
Grad Fair 3/23/22 – increased traffic due to new location in Atrium I and to MarComm and Registrar’s office for getting the work out sooner
 - ii. Holiday closings – Memorial Day, Monday May 30th
 - iii. New services offered – New products coming in, long awaited orders arriving, Nike short and long sleeve Dri-Fit
 - iv. Change in hours – since Spring Break the store hours are:
M/Th 10 – 4 T/W 10 – 7 F closed to public while staff works on incoming shipments
These will be in effect until the end of the spring term (the 2nd week of May). Hours are updated and posted on the campus store website.
- g. Upcoming Events
 - i. UHCL Pearland Open House in the Health Science Building on Saturday, April 23 from 10 to 4
 - ii. Commencement in May

VI. Updates in how the campus store is accommodating social distancing guidelines with the return to campus.
Nothing new at this time, however Follett may soon do away with the requirement for employees to wear masks. Matt Perry questioned Follet being able to require employees to wear masks. He understood that auxiliary entities could not require that. Debbie and Roger commented that because they are an outside contractor, it might be different. Roger stated that Follett has that requirement so they have been following it.

VII. What can the campus store do to better serve the campus community? No input

VIII. Suggestions for the date and time of next SACCB meeting – Early June

IX. Open discussions – any questions? – Veronica Gates will be stepping down from the council. Thank you to Veronica for serving on the committee. We’ve appreciated the time and effort you have given to serving. Matt said to invite him and Veronica Ortiz to the next meeting with Veronica Gates transition.

X. Meeting Adjourned at 2:50 pm