

Memorandum

To: Gavin Townsend, Faculty Senate President
From: Karen McGuffee, Chair, Bookstore Committee
Date: March 20, 2008
Re: Bookstore Committee Report

The committee discussed the book ordering process and the rationale behind the deadlines for book ordering. Kellie Wright distributed the new laws in Tennessee requiring the bookstore to notify faculty of textbook prices, post textbook information on their website (author, title, edition, publisher, ISBN, and cost), and actively promote and publicize the book buyback programs. Also, faculty members are to put textbooks on reserve in the library, if possible. The committee also examined ways to simplify the book ordering process.