

Longwood's Bookstore Innovation Group (BIG)

- 1) Purposes and Duties: The committee members will serve as liaisons between faculty members and the bookstore manager(s) and staff concerning suggestions for, questions about, and / or problems with both textbook and trade book orders. The bookstore manager will communicate any pertinent changes or important information to the committee members (such as book order deadlines and book return dates and policy / procedural changes) and will utilize the members in an advisory capacity, as appropriate.
- 2) Membership: At least one member of the faculty of The College of Arts and Sciences, The College of Business and Economics, The College of Education and Human Services, and—as appropriate—staff responsible for book orders.
- 3) Ex-Officio Members: None
- 4) Tenure Restrictions: None
- 5) Departmental Restrictions: None
- 6) College Restrictions: None
- 7) Other Restrictions: None
- 8) Term of Office: Staggered 2-year terms; members are eligible to serve additional terms.
- 9) Method of Selection: Faculty appointed by Executive Committee of Faculty Senate; staff will be appointed by the committee.
- 10) Chair: Appointed by Executive Committee.
- 11) Reporting Route: To the Faculty Senate.