

Guidelines for the Administration of Western's Associated Students Bookstore February 2000

Purpose: To clarify and continue the long-supported history of Western's Associated Students Cooperative Bookstore as the University Bookstore, the Board of Trustees reaffirms that the administrative authority for Western's Associated Students Bookstore is delegated to the President of Western Washington University. These guidelines are presented with the understanding that the Associated Students will continue its active partnership with the administration through involvement in the development and recommendation of general policy guidelines for the Bookstore. In addition, it is assumed that the Associated Students will continue to manage the net operating proceeds for the purpose of student programs.

General Principles for Administration, Operation and Management

Western's Associated Students Cooperative bookstore is an entity of Western Washington University and as such falls under the administrative organizational reporting structure responsible to the President.

The Bookstore's mission is to provide service to the University community.

The Bookstore...

- Functions as an academic resource for the campus and must ensure the availability of all educational materials needed by students as a part of their academic coursework. It also provides other tools for academic success.
- As a part of the University, and unlike some other providers, also has as its mission to collaborate with campus departments to enhance and integrate the academic and personal development of students.
- Supports students by providing goods and services at competitive levels and by making net operating proceeds available for student programs.
- As a part of the University, promotes the importance of school tradition, a sense of community and school pride through provision of insignia items.
- Provides additional convenience items necessary to students' learning/living environment.

The Bookstore structure and the land on which the building sits are University property. Like other self-supporting entities of the University, the bookstore falls under general University policy regarding internal chargebacks for operating expenses and other services provided as appropriate.

Approved by: AS Board of Directors 02/02/00; Board of Trustees 02/03/00
Interpretation: VU Administration