TO: Kenai Peninsula College Council

FROM: Jennifer Anderson, Director of Administrative Services

RE: Report for 9/10/15 College Council Meeting

Bookstore

New MBS POS
The KPC bookstore manager has been working closely with UAA and MBS (contract book seller for online KPC courses) since June to get the new MBS Point of Sale system up and running. Installation is expected to happen mid to late September. This updated system is going to streamline daily operations making transactions faster and easier for customers and employees.

Textbook Rental Program
The Bookstore will offer a textbook rental program beginning in January 2016. This program will encourage students to rent their textbooks from KPC, rather than other available vendors. Renting from KPC will be more convenient for the student as they can walk in and get their book(s), rather than having to wait for it to arrive via USPS, etc. The expectation is that this new program will increase overall bookstore revenue.

Fall 2015 Opening
The Fall 2015 semester was very successful! A big "Welcome Back" sale was run the first two weeks of the semester. New inventory of KPC logo clothing, gifts, and souvenirs was spotlighted and the total of sold textbooks was over $88,000. For the first week of classes, the bookstore extended its business hours: Monday through Thursday until 7 p.m. to accommodate student needs. Monday and Tuesday, was busy until closing time; Wednesday and Thursday was very quiet after 6 p.m.

Accounts Receivable

Financial Aid Disbursement
Both the Accounting Manager and Accounts Receivable clerk have been processing student refunds daily over the last two weeks. As of today, $485,697.80 in financial aid has been dispersed to students. This money will directly impact the local economy as students pay for living expenses while attending school.

Williams and Fudge Collection Conference
Rob Knapp, accounts receivable clerk, will be attending the annual Williams and Fudge Collections conference September 27-30 in Myrtle Beach, SC. This conference will cover updated collections procedure, the new statute of limitations on debt collections, and techniques to increase collections before sending to a collection agency.