

Apparel Purchasing Committee Meeting  
November 20, 2007

In attendance was the following:

Linn Davis (student)  
Jason Drwal (faculty)  
Evelyn Freeman (faculty)  
Cassie Wherry (Bookstore Manager)  
John Kalkbrenner (VP for College Services head of committee)

Welcome two new members; Linn Davis and Jason Drwal.

The meeting began with John reviewing the purpose of the committee and what policies are in place to prevent the college from participating in any “sweat shop” trade.

The Committee reviewed the policy and discussed the dates for contacting vendors and the stipulations.

John clarified that letters were to be sent out twice a year to all new vendors and once every other year to existing vendors.

Cassie discussed what a code of conduct is and how the bookstore verifies with the vendors that they have policies about not selling apparel manufactured under unfair working conditions. She shared the documents sent from the vendors and talked about the FLA and WRC and how the vendors join one or both of those organizations. The FLA and WRC review the practices of their vendors regularly and the college receives monthly updates that indicate if they are in compliance or not.

The Athletic department purchases apparel mainly from American Best, of Des Moines. Evelyn discussed that Mary Kissinger does send out the letters, but was unsure as to whether there is any documentation of follow up about which vendors have in fact sent the college their policy statement.

Actions for next meeting:

Christi will check with Mary Kissinger and receive any information she has on the vendors that the Athletic Department uses and the compliances or not thereof from the vendors.

John will check that Dining is using a vendor that is in compliance with the committee policy.

Christi will locate letters that are sent to departments about the committee policy and John will review the letter and send a copy to committee members before next meeting.

Christi will locate vendor letter and a copy will be sent to each committee member for further review.

Next meeting will take place sometime in January or February.