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Foodservice Advisory Committee

December 2, 2021

MEETING NOTES

Attendance; Mark Murdoch, Food Services; Marisa Scigliano, TUFA; Aimee Blyth, Seasoned Spoon; AkiArasan Vinaygam, OCAX; Jessica Brooks, Neil Dolman, Chef Joseph, Chartwells; Lori Johnston, Conferences, Ceilie, Starbucks, Housing; Megan MacPherson, Guest; Riley Ambrose, TDSA; Corine Bolton, CUPE 3205; Shelley Strain, Sustainability Office.

1. Review of Meeting Notes of November 4
   1. No items identified.
2. Sub-committee reports
3. Operations and Marketing
   1. See Meeting Notes of November 30
      1. Exam operating hours attached.
      2. Durham fall 2022 hours Monday to Friday 8 am to 8 pm, Saturday and Sunday 11 am to 6 pm.
      3. Mid-year retail prices increase to recover extraordinary inflationary costs
      4. Intention to open Tim Hortons January 10, 8 am to 3 pm.
4. Sustainability and Fair Trade
   1. See meeting notes of November 30
      1. Info on relaunch of eco-tray and usage info
      2. Return to use of china in January. The Trend, Durham and The Seasoned Spoon will return to reusable dishware only
      3. The $1 charge for single use will start in January. Items on BOOST that would normally be served on a plate will have the price adjusted to reflect take out. Items that are already served on a single use container (Subs, wraps, etc.) will not have the charge applied.
      4. The red bin program for dish collection will be re-introduced at Symons, Traill and Durham.
      5. Not able to use eco-trays for BOOST at this time.
      6. Questions re Otonabee Annex.
         1. Will eco-trays be available at the Otonabee Annex?
            1. Program will begin on Monday December 5.
         2. When will the dining room open?
            1. The building owners are working on a minor modification that will permit the dining room to open in January.
5. Budget
   1. See meeting notes of November 30
      1. New dining fees are provided below.
6. Catering
   1. No report
7. Additional Working Group Reports
   1. Dining room redevelopment group – no report
8. New Business
   1. Winter meeting schedule
9. General Discussion and Q & A
   1. Why no disposables in Durham?
      1. This was part of the design considerations that was important to students in Durham. Eco-trays, and the red bin program will permit residents to take food back to their residence if they wish.
   2. Will students who are not fully vaccinated and cannot use the dining room have the $1 fee for take out waived?
      1. No.
10. Next meeting – January 13, 2022, 9:00 – 10:30, by ZOOM

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Trent University Foodservices

Food Services Advisory Committee

Operations and Marketing Working Group

November 30, 2021

MEETING NOTES

Attendance: Mark Murdoch, Food Services; Aimee Blyth, Seasoned Spoon; Corrine Bolton, CUPE 3205; Jessica Brooks, Neil Dolman, Chartwells; Mikaella Grant, Champlain

1. Review meeting notes from November 2
   1. Reopening of locations – targeting a reopening of Tim Hortons for January 10, 8 am to 3 pm
   2. Update on BOOST – all menus have been updated, hope ti have the Starbucks milk choice issue resolved very soon.
   3. Dining room capacity with colder weather – all dining rooms are at full capacity
2. Vaccine passport update – the system using the TrentU card is the primary method to prove proof of vaccination. Using a paper or electronic vaccination passport, with or without the QR code, along with government issued photo ID is also permitted. We are seeing a few guests per week for whom the TrentU Card method is not working properly. Given the short time frame for the use of passports, currently January 17, and higher priorities for IT, we are not working to fix this problem, as they have an alternate method to be allowed to dine in.
3. Exam and Holiday Season Operating Hours – see attached
4. Q and A
   1. Durham for 2022-2023 Monday to Friday 8 am to 8 pm, Saturday and Sunday 11 am to 6 pm – this item was not covered in the meeting, but will be in the Budget Working Group meeting November 30, so it is also being flagged here.
   2. Inflationary pressures, driven by fuel, labour and supply chain issues are pushing food cost far beyond the manageable limit. With a target in the mid thirties, it has crept to the low forty percent range. Some items are over 50% and one item, Greek Naan at Gzowski is at 76%.
      1. Chartwells will meet with Mark to explore a retail price increase for January, likely in the 5% range on some items. The focus will be on item that are less healthy, for example increase poutine, not milk.
      2. The Seasoned Spoon is anticipating an increase of 5% to 10% in January, the first increase since 2019.
5. Next meeting January 11, 9:00 – 10:30









Foodservice Advisory Committee

Sustainability and Fair Trade Working Group

Tuesday November 30, 2021

MEETING NOTES

Attendance: Mark Murdoch, Food Services; Marisa Scigliano, TUFA; Jessica Brooks, Neil Dolman, Chartwells; Grace Gardner, Otonabee; Zoe Litow-Daye, TCSA; Phuong Nguyen, TDSA; Claire Cislak, Guest.

1. Review of Meeting Notes of November 2, 2021
   1. Local fill station directions – directions to the nearest water bottle fill station are available in each dining hall
   2. Eco-tray re-launch – usage is continuing to improve. Data provided below.
   3. Waste reduction week follow up – an article was posted on the Trent Portal with information about eco-trays.
   4. Fair Trade week report – muted participation as it fell during reading week.
   5. Waste audit update – the waste audit was conducted last Monday, Tuesday and Wednesday. Info and opportunities will be discussed in January.
   6. Winnow waste management – operational, in the training phase
2. Re-introduce china
   1. Starting in January reusable dishware will be re-introduced in all food service facilities.
   2. Three facilities will be “no disposables,” The Seasoned Spoon, The Trend and Durham.
   3. The red bin program will be restarted for the collection of dishware, cutlery, cups and glasses.
   4. The $1 charge will be re-introduced for single use disposable containers. This will likely increase the use of eco-trays.
3. General discussion and Q and A
4. Next meetings– January 11, 2022, 10:30 – 12:00





Foodservice Advisory Committee

Budget Working Group

November 30, 2021

Meeting Notes

Attendance: Mark Murdoch, Food Services: Wenita Kirkby, Housing; Deondrae Thompson, LEC.

1. Review of Meeting Notes of November 2
   1. CPI has been set at 4.7% for the upcoming budget cycle
2. Other business
   1. Increase of the lesser of CPI or 3% do not require approval through CASSC
   2. Increases this year will exceed 3%
   3. Durham Operating Hours – 2022-2023
      1. Monday to Friday 8 am to 8 pm, Saturday/Sunday 11 am to 6 pm
3. Proposed fees for 2022-2023 - attached
4. General Discussion and Q & A
   1. Next steps:
      1. Approval by FSAC – January 2022
      2. Approval by College Residence Council
      3. Confirmation by CASSC
      4. Submit to PVP for approval – February 2022
      5. Approval by Board of Governors March 2022
5. Next meeting – N/A

Proposed Food Services Dining Plan Fee Increase

2022-2023



1. Proposed Dining Plan Models:

a. Basic plans:

|  |  |  |
| --- | --- | --- |
| Plan | Traditional (+3.2%) | Suite (+4.3%) |
| Cost | $4,850 | $3,000 |
| Overhead | $   710 | $   400 |
| O-Week Meals | $   200 | $   200 |
| Value | $3,940 | $2,400 |

1. Special Plans:

|  |  |
| --- | --- |
| Plan: | Traill |
| Cost | $4,850 |
| Overhead | $   710 |
| O-Week Meals | $   200 |
| Value (see above) | $3,940 |
| Trent Cash | $1,000 |
| Declining Balance | $2,940 |

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**FOOD SERVICES ADVISORY COMMITTEE**

**MEETING SCHEDULE**

**WINTER 2022**

**Operations and Marketing Working Group**

9:00 – 10:30, January 11, February 15, March 15

**Sustainability and Fair Trade Working Group**

10:30 – 12:00, January 11, February 15, March 15

**Food Services Advisory Committee**

9:00 – 10:30, January 13, February 17, March 17