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Foodservice Advisory Committee

January 13, 2022

MEETING NOTES

Attendance: Mark Murdoch, Food Services; Neil Dolman, Jessica Brooks, Chartwells; Corine Bolton, CUPE 3205; Aimee Blyth, Seasoned Spoon; Stephanie Muehlethaler, Colleges; Phuong Nguyen, TDSA; Zoe Litow-Daye, TCSA.

1. Review of Meeting Notes of December 2
	1. Some items that were included in the meeting notes from December 2 are no longer accurate. For example, the TVOA dining room will not open to in-person dining as Provincial regulations have changed since December 2.
	2. No items requiring further action.
2. Sub-committee reports
3. Operations and Marketing
	1. See Meeting Notes of January 11
		1. Note adjusted operating hours until in-person dining resumes.
4. Sustainability and Fair Trade
	1. No report
5. Budget
	1. No report
6. Catering
	1. No report
7. Additional Working Group Reports
	1. Dining room redevelopment group – no report
8. New Business
	1. Winter Reading Week operating hours – pending changes to Provincial guidelines
	2. 2022-2023 Dining Plan Fees – approved.
9. General Discussion and Q & A
	1. How many students are in isolation? 14 in Peterborough, 1 in Durham
	2. Why aren’t these numbers reflected in the COVID case tracker? We are no longer using the tracker as the Province is shifting to reporting hospitalizations and ICU cases as this is a better indicator of risk.
	3. How will we know if there is an outbreak in a College? Housing is tracking those numbers and following the advice of Peterborough Public Health.
	4. There was a conversation about peoples sense of vulnerability and the risk inherent in public facing positions.
10. Next meeting – February 17, 9:00 – 10:30, location TBD

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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

January 11, 2022

MEETING NOTES

Attendance: Mark Murdoch, Food Services; Lori Johnston, Conferences, Hospitality Services and Starbucks; Neil Dolman, Jessica Brooks, Chartwells; Aimee Blyth, Seasoned Spoon; Corine Bolton, CUPE 3205; Mikaela Grant, Champlain College.

1. Review meeting notes from November 30
	1. Retail price increases update
		1. The Seasoned Spoon had a 10% across the board retail price increase. They will have to carefully think about an increase in the fall of 2022, based on inflationary factors between now and then.
		2. Chartwells took a very broad-based price increase for 3% to 5% on most menu items, but did not increase the retail price of milk, fruit, salads and other healthier items.
2. Changes to Provincial Regulations and impact on operations
	1. Temporary operating hours – see attached
3. Vaccine passport update
	1. This process is suspended until in person dining resumes. The staff that were hired for this duty are currently monitoring dining rooms during peak meal periods.
4. Reading Week Operating Hours – see attached, subject to change as Provincial regulations are altered
5. Q and A
	1. CUPE is concerned about the return to in-person classes and how this will create a higher degree of risk for its members. Understood. The University will continue to follow all health directives and staff are encourage to practice social distancing, good hand hygiene, wear a mask and eye protection.
6. Next meetings February 15 and March 15, 9:00 – 10:30

Temporary operating hours – no in-person dining



Reading week hours



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 |