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# Resident Student Dining Committee

## Minutes of Meeting

Date: Thursday, March 6, 2014

Attendees: UTM Vicky Jezierski, Andrea De Vito, Suresh Krishnan, Angela de Lorenzis  
Students David Zheng, Taekyu Lee, Anick Karerangabo, Khriscelle Nanola

### 1. Old Business

#### A. Introduction of New Director

- Andrea introduced Vicky as the new Director of Hospitality & Retail Services
- Vicky comes with extensive experience in the food service industry and is very familiar with the UTM account as she was both the General Manager for Chartwells at the UTM and the District Manager overseeing the UTM account for Chartwells

#### B. Frozen Entrées for the Winter Break - Update

- Andrea reported that there were no purchases of the frozen entrées that were available to students staying in Residence during the Winter Break
- The committee believed that information regarding the program should be provided in a more timely basis for next year
- The students have been asked to provide some ideas for next year's break
- Possibly introduce the winter break program early in the fall so that students know that this is available to them

#### C. Food Service Budget - Update

- Andrea reported that no challenges were made to the Food Service Budget through the Governance process
- The Food Service Budget was recommended for approval as presented at the previous Resident Student Dining Committee meeting

#### D. Residence Council – Tabling for Food Service Discussion

- Hospitality & Retail Services is still looking to attend one of the Residence Council tabling sessions to provide meal plan information and answer any food-related questions that students may have
- Andrea re-emphasized the need for Hospitality & Retail Services to attend one of the Don training sessions in late summer to clarify meal plan-related information and to attend the Orientation Session during Frosh Week to answer meal plan questions from new students
- **ACTION – David and Andrea will select a meeting date within the next two weeks to attend a tabling session before the end of the academic term**
- **UPDATE – Andrea has provided his availability for tabling sessions to David for the week of March 10<sup>th</sup>**
- David asked who was responsible for the marketing of Food Services
- Andrea replied that the Hospitality & Retail Services Office is responsible for Food Service marketing

- The students suggested a Work Study student may be an option to provide an improved emphasis on marketing
- Andrea reported that the Hospitality and Retail Services Department will be adding the marketing role to a new full-time position over the summer, increasing the emphasis on marketing by the Fall

## 2. New Business

### A. Twitter

- Hospitality & Retail Services now has a Twitter account – @UTMHospRetail
- Currently, the live feeds are posted on the Hospitality & Retail Services website, and Hospitality and Retail Services hopes to provide these live feeds on the digital displays in the future in its office and in the food areas
- @UTMHospRetail will provide information about Food Services, Meal Plan, Conference and Special Events, Copy Centre and Mail Room, Vending and other departmental information, and will also include promotions and answers to UTM community questions

### B. Colman Commons Expansion – Update

- Staging and prep work will start at the end of March
- Parking Lot 6 will be taken offline and be used for construction purposes beginning March 17<sup>th</sup>, 2014
- Hoarding for Phase I will go up on March 24<sup>th</sup>
- The expansion will include an expanded dining space, coffee bar/late night station, and some servery renovations over the summer
- Renovation of the existing dining space and outside landscaping will take place from mid-August to November
- Project completion date is November 17<sup>th</sup>, 2014, at which time the late night coffee bar will have a soft open until the Winter semester
- Proposed servery renovation may include: improved flooring, millwork and signage and improved salad bar/soup/breakfast area

### C. Take Out Container Program

- Food Services currently runs a china program at Colman Commons
- A takeout container program is being considered for the Fall
- Program could run as follows:
  - Pay a deposit and receive one container at the beginning of the year
  - Bring container to Colman Commons and fill it with a food purchase
  - Possibly receive a discount for using the container
  - Bring a used container back in exchange for a clean one
  - Bring back the container at the end of the year for a reimbursement of the original deposit
  - If the container is lost, the deposit will not be returned
- Lost container deposits will be used to purchase new containers
- Containers will be used at Colman Commons only and possibly the TFC
- The cost of the container will be between \$5 and \$7 each
- **ACTION – The Students will bring the idea of a Take Out Container Program to the Residence Committee meetings and will bring any feedback to the next meeting**

### D. Off-Campus Partner

- Currently the only off-campus partner is Pizza Pizza Delivery
- Hospitality & Retail Services would like to provide another off-campus partner
- Off-Campus partner will accept Flex Dollars only
- Other possibilities would be a sit down restaurant, such as Swiss Chalet or Boston Pizza

- The selection of an Off-Campus partner will need to be publicly tendered and coincide with the Food Services RFP
- Andrea asked the Committee to provide some names for possible Off-Campus partners
- **ACTION – The Students will ask for feedback from residence students on their preferred off-campus partners and will provide some suggestions at the next meeting**

E. Chartwells Contract

- Hospitality & Retail Services is in the process of hiring a consultant to assist UTM in preparing the Request-for-Proposal (tender package) for the new Food Service contract
- The consultants will gather information through community engagement by committees, surveys, interviews and other on campus focus groups this fall
- Input from the new Resident Student Dining Committee in the Fall is required as soon as the new committee is put into place
- The committee will be notified as soon as a consultant has been hired
- There has been a change in the General Manager position at Charwells

**Final Meeting: TBA**