



Resident Student Dining Committee

Minutes of Meeting

Date: Monday, November 23, 2015, 11:00am
Location: DV3210
Attendees: UTM Andrea D., Mariam S., Vicky J.
Students Marison U., Emily K., Zeri T.

1. New Business

A. 2015 - 2016 Food Services Forecast

- Andrea presented the Food Services Budget, Forecast and Variance
 - Revenue is forecasted to be lower than expected due primarily to the fact that the 300% increase in non-resident students purchasing Resident Student Meal Plans was more than offset by lower than expected cafeteria revenue
 - Total Cost of Sales & Services is forecasted to be lower than expected due to higher than anticipated commission rate negotiated in the new food service contract with Chartwells, resulting in a forecasted increase in Contribution Margin
 - Expenditures are forecasted to be lower than expected due to an unexpected leave of absence for a full-time employee and the cost of consulting for the Davis Building Food Court being pushed forward to the following year
 - Operating results are forecasted to be positive and much higher than expected

B. 2016 - 2017 Food Services Budget

- Andrea provided an overview of the Food Services Budget for 2016-17
 - Andrea recounted the following from last meeting:
 - the UTM food services prices consistently rank below average compared to other Ontario Universities
 - the UTM negotiated a 0% price increase for non-branded food service outlets for 2016-17
 - the UTM will be keeping the Resident Student Meal Plan rates unchanged for 2016-17
 - Revenue is budgeted to be slightly higher due to enrolment increases
 - Cost of Sales & Services is budgeted to be higher to higher budgeted revenue
 - Contribution Margin is budgeted to be higher due to higher budgeted revenue
 - Expenditures are budgeted higher due to the return of the employee on leave, the hiring of two full-time employees, and the actualization of consulting fees for the Davis Building Food Court renovation
 - The increase in budgeted Contribution Margin will not offset the increase in budgeted Expenditures, resulting in a decrease in budgeted operating results, although operating results will still remain positive
 - On-going goal is to be break-even operation; therefore all positive operating results reinvested into program

C. Payment Apps

- Andrea explained the possibility of payment apps being brought to the UTM campus
 - One option – Hangry – is being considered at St. George and is a Pre-order/Pre-Pay app for meals using smart phone linked to meal plan, with a fee per use charged to the end user
 - Limited to specific smart phones
 - Cost to implement high for university
 - Somin stated that she would mention this to Residence Council and gather feedback
 - Marison stated that, as an international student, she wouldn't personally use the app
 - Zeri explained that the fee per use was a definite negative feature
- **ACTION: The students will bring the Payment App idea forward to Residence Council for consideration, and if there is an overwhelming positive response, than the UTM will investigate further on possible implementation**

D. Hours of Operation for Exams

- Andrea reviewed the hours of operation for all food service outlets for the Study Week and the Exam Period
 - Andrea explained that the hours of operation have been established based on years of consultation with the Resident Student Dining Committee
 - Andrea pointed out the fact that the TFC will be closed for exams starting Friday, December 4th due to the fact that the UTM required the TFC space for exam-writing
 - Andrea also noted that a temporary food service outlet will be opened in the area in the Meeting Place adjacent to the top of the stairs leading to the RAWC that will serve a limited Pizza Pizza and Tandori menu as well as some On the Go items
 - Andrea stated that hours will be posted online
 - Chartwells will post hours in front of food outlets
 - Marison requested to have the digital display circulation of hours last for 30s or longer to give everyone a chance to review

E. Other New Business

- Andrea requested that any concerns regarding the Forecast/Budget or the Hours of Operation should be brought forward prior to the Food Services Advisory Committee meeting
 - Vicky suggested that the PowerPoint presentation from the meeting be forwarded to all Committee members for review, giving everyone not in attendance a chance to comment as well
 - **ACTION: Committee members are to review the Forecast/Budget and Hours of Operation and submit any questions or concerns by Friday, November 27th so that they can be included in the relevant discussions in the next Food Service Advisory Committee Meeting scheduled for Monday, November 30th**
 - **FOLLOW-UP: No questions or concerns were brought forward**
- Marison asked if there was a possibility for meal plan funds to be used at the Book Store.
 - Vicky stated that St. George allows funds to be used at the Book Store downtown
 - Vicky also confirmed that the UTM would not pursue an option where Meal Plan funds could be used at the UTM Book Store
- Marison asked about food diversity on campus, specifically referring to an increase in Southeast Asian Food
 - Vicky stated that this was being pursued for the new Davis Building Food Court
- Somin wanted to know about the possibility of expanding the off-campus partnership
 - Andrea indicated that this is currently being explored, and details will follow at the next meeting

NEXT MEETING: January/February 2016