****

Foodservice Advisory Committee

November 30, 2023, 9:00 A.M. – 10:30 A.M.

MEETING NOTES

Attendance: Mark Murdoch, Food Services; Lori Johnston, Conferences; Aimee Blyth, Seasoned Spoon; Christine Thomas, Chef Joseph Pirie, Chartwells; Shelley Starin, Sustainability Office; Rushk Choudry, LEC; Kim Stevens, CUPE 3205; Heather Klyn-Hesselink, TGSA; Jillienne Simone-Burns, Housing.

1. Review of Meeting Notes of November 2
   1. The food service facility in the Athletics Centre is permanently closed
2. Sub-committee reports
3. Operations and Marketing
   1. See Meeting Notes of November 28
      1. Food insecurity support efforts
      2. Food Guide Friendly program
      3. Fall Exam and Holiday Operating Hours
4. Sustainability and Fair Trade
   1. See meeting notes of November 28
      1. Winter waste diversion contest in the works
5. Budget
   1. No meeting
   2. Dining Plan Rates 2024-2025
6. Traditional Dining Plan

|  |  |  |  |
| --- | --- | --- | --- |
|  | Current | Proposed | Increase |
| Overhead | $1,000 | $1,100 | $100 (10%) |
| Declining Balance | $4,300 | $4,550 | $250 (5.8%)\* |
| Total | $5,300 | $5,650 | $350 (6.6%) |

*\*The increase to the declining balance portion of the Traditional Plan will not keep up with the rate of inflation for the food service sector (currently about 6.1%) resulting in a loss in real buying power.*

b) Suite Style Dining Plan

|  |  |  |  |
| --- | --- | --- | --- |
|  | Current | Proposed | Increase |
| Overhead | $ 700 | $ 800 | $100 (14.3%) |
| Declining Balance | $2,800 | $3,000 | $200 (7.1%)\* |
| Total | $3,500 | $3,800 | $300 (8.5%) |

*\*The larger increase for the Suite Style Plan is required to maintain HST exemption, saving residents 13% HST.*

1. Catering
   1. No report
2. Additional Working Group Reports
   1. Dining room redevelopment group – the group met in early November, however, the meeting notes were not compiled prior to the departure of the Group Chairperson. A new Group Chair will be assigned with the next meeting to be held in January 2024.
   2. Food Service RFP evaluation committee – original timeline remains on track, interviews with short listed proponents on December 4.
3. General Discussion and Q & A
4. Next meeting – January 2024- TBD, by TEAMS

****

Trent University Foodservices

Food Services Advisory Committee

Operations and Marketing Working Group

November 28, 2023

MEETING NOTES

Attendance: Mark Murdoch, Food Services; Mark Murdoch, Food Services; Aimee Blyth, Seasoned Spoon; Christine Thomas, Chartwells; Heather Klyn-Hesselink, TGSA; Kassandra Glasbergen, The Ceilie; Mia Richardson, LEC.

1. Review meeting notes from October 31
   1. Still working on the Food Guide Friendly program at Traill
2. Bata Bean update
   1. The internet connection for the Frictionless Market has been off-line for several days. Chartwells hopes to have it reconnected today.
   2. Extended hours during the exam period.
   3. Additional resources will be deployed into the winter term to encourage use of the BOOST app.
3. Food Services RFP process and timeline
   1. All non-financial and financial scoring has been completed. Presentations and interviews of selected proponents on Monday Dec 4.
   2. Contract to be negotiated by January 9.
   3. Board approval early February.
   4. The process remains confidential until Board approval.
4. Inquiry about half portion, lower cost meals
   1. A student project was doing an investigation into half portion/lower cost meals. We will offer this through the “small bites” value menu, which provides a meal for $6.49 at Champlain. Over the first three weeks of the rotating menu, 174 portions were purchased. This will compliment the food security program below.
5. Food insecurity support program
   1. Joint program between TCSA and Food Services, starts Monday Dec 4
   2. Compliments other programs with a focus on providing prepared meals on-site
   3. Students receive a punch card with five $5 discounts off a meal that contains a soup, sandwich or entree
   4. Can be used at OC, GC, LEC, CC, Traill, Seasoned Spoon
   5. Excludes Starbucks, Ceilie, Subway, Tims, Durham
   6. Applied as a discount before payment, so it also saves the HST
   7. Can be combined with other discounts or programs
   8. 1,000 meals per week
   9. Coupons distributed through TCSA with One Stop Chop Pantry program, and at College offices, FPHL, Trent International
6. Fall Exam and Holiday Season Operating Hours attached.
7. Other business
   1. The Ceilie will be introducing White Buffalo Coffee in the winter term.
8. Next meeting January 2024 - TBD by TEAMS

A screen shot of a computer

Description automatically generated









A close-up of a logo

Description automatically generated

Foodservice Advisory Committee

Sustainability and Fair Trade Working Group

Tuesday November 28, 2023

MEETING NOTES

Attendance: Mark Murdoch; Food Services; Christine Thomas, Chartwells; Caroline Durand, TUFA; Shelley Strain, Sustainability Office; Ainsley MacPherson, Gzowski College; Heather Klyn-Hesselink, TGSA.

1. Review of FSAC Meeting Notes of October 31, 2023
   1. Eco-tray and travel mug usage info was added after the initial meeting notes were distributed.
   2. Review of Winnow system with Sustainability Office update – not completed, rethink for winter semester
   3. Update on waste audit metrics – not yet available.
   4. Update from survey regarding use of single use take out containers attached.
      1. The number of students who use a single use disposable item and remain in the dining room is about 5% of total transactions. We are going to focus efforts on the almost 40% who aren’t using an eco-tray.
      2. It is possible that students who have never lived in residence are not aware of the program
2. Participation in eco-tray program – info attached
   1. In the winter term, as part of a tabling effort, the Sustainability Office will distribute free eco-tray cards and travel mugs.
   2. Food Services will have a “sale” on eco-tray cards in January, $5 instead of $7, to help drive awareness and participation.
   3. Chartwells will work on some graphics to reinforce the value of participating in the program.
   4. There are other programs that we can consider, for example the exchange program called “Friendlier”. We are not going to explore other options until we have confirmed who our food service provider will be in the fall of 2024, following the Food Service Management RFP process
3. Travel mug usage – info attached
   1. Chartwells will try to collect info on the use of travel mugs at Tim Hortons.
4. Food Guide Friendly program at The Trend – on-going
5. New project or initiative this year?
   1. Tabling around eco-trays and travel mugs in early January
   2. Winter semester waste audit challenge, likely mid-January through mid-February.
6. General discussion and Q and A
   1. There is a considerable amount of garbage in the space between the gas station and campus, almost all of which likely comes form people related to Trent. Consider a clean=up effort. Gzowski College may take that on.
   2. There was a comment that exterior waste collection stations are hard to find, possibly adding to people disposing of items improperly. The industry best practice is fewer bins, not more, so it is unlikely that more will be added to the campus.
7. Next meeting January 2024 – TBD by TEAMS



**Single Use Take-Out Container Use in the Dining Rooms**

In response to an inquiry through the Food Service Advisory Committee Sustainability and Fair Trade Working Group an in-person survey of customers using a single use disposable clam shell and eating in the dining room was conducted November 13th to 20th 2023.

The survey was conducted multiple times, in all four main dining halls over the lunch and dinner period. Participants were given a free chocolate bar for their participation.

Individuals who were seen using a single use take out container were asked two questions. Responses below:

**Question #1 Results- Knowing about $1 Charge**

Out of the 23 people that were surveyed, 70% knew about the $1 charge for using a single use container. 30% didn’t know about the extra charge.

**Question #2 Results- Reasons for using a paper container over other options**

For people that knew:

* Too much food and needed to take some back to dorm room x4
* Don’t have eco tray card x3
* Easier to leave dining hall x2
* In a rush x2
* Eco tray card too expensive
* Ordered boost
* Couldn’t use China for food that was ordered
* Took what they offered
* Lost eco tray card

For people that didn’t know:

* Quick
* Needed to take back to room
* Don’t have eco tray card
* Ordered boost
* Eco tray card too expensive
* Didn’t think could finish before class
* Save some for later

