

Fleming College
Foodservice Advisory Committee

Frost Campus, April 15, 2014

Meeting Notes

In Attendance:

Mark Murdoch, Foodservices, Michael Wood, Deanna Nelson, ARAMARK, Dave Cavana, Andrew Williams, Madawa Wilson, FSA

1. Attendees were welcomed and introductions were made. Congratulations to the recently elected members of the FSA executive. A new Membership list will be circulated.
2. The terms of reference for the committee were reviewed. Copies attached.
3. Minutes of all past meetings can be found at <http://flemingcollege.ca/student-life/food-services>
4. The Colleges foodservice information page is at www.foodatfleming.ca
5. Michael Wood provided updates to several items from the last meeting
 - a. Extra cashier at rush times needed to reduce lines – we added some staff hours and adjusted break/lunch times to match ensure we have as many people on the floor as possible over lunch, we've noticed that the lines have been reduced after that change.
 - b. Panini station signage – we added more signage to help with identification and are looking for a few new small signage stands that can go right with the product.
 - c. Dish collection bins – unfortunately I had forgotten to follow up on this issue the last few weeks. I will get the system set up as soon as possible.
6. The proposal to locate a Tim Hortons in the Kawartha Grille area was discussed. An application “in Principle” has been sent to Tim Hortons. More information to follow as the process unfolds.
7. Review of lunch service:
 - a. The rice was good today.
 - b. The jerk spice on the chicken was a little tame.
8. Other business:

Groups on campus have been provided a modest catering credit (\$300). Each group, including the Frost campus and FSA can access free catering from Aramark, before the end of April.
9. Next meeting – TBD

**Fleming College
Food Services Advisory Committee
Terms of Reference**

Name: Food Service Advisory Committee

Purpose: To advise the Food Service Operator (ARAMARK) on matters related to the operations, development and execution of a first class food service program for the College community.

Membership:

The membership for the Brealey and Frost campuses will include; ARAMARK Food Service Director and appointees from Student Administrative Council/Student Association, Faculty, Staff, Residence, Frost Sustainable Campus Initiative.

Meetings:

Meeting should be held at a minimum of two times per term, per campus. If practical, a joint meeting may be held representing both campuses.

Meetings are open to the College community.

Minutes will be recorded and circulated to all members of both committees and to the Director or Purchasing and other designated College staff. Minutes may be redistributed by any recipient.

Scope:

The committee advises ARAMARK and/or makes recommendations to the Director of Purchasing, on issues of service, menu rotation, quality, pricing, hours, etc.

The committee does not address issues related to the Operating Agreement between the College and ARAMARK.

Executive Summary

"Fresh, Local and Sustainable" will define the Fleming College foodservice experience. Having consulted widely, the Fleming College Foodservice Strategy has been developed to populate and inform a Request for Proposal for a foodservice management firm to take Fleming College foodservices to a new level effective May 1, 2011. The Strategy is intended to create a "WOW" foodservice experience on campus and reinforce the Core Promise of **LEARN. BELONG. BECOME.** While the complete plan may take a few years to come to fruition, the attention paid to the foodservice program and the engagement of students in the process of improvement may lead to an immediate lift in Key Performance Indicators of Student Satisfaction.

The co-location of social, student service, foodservice and student government spaces will help to ensure the relevance and visibility of the student governments and the success of the foodservice program.

The primary recommendations of the Fleming College Foodservice Strategy are:

- Maintain a outsourced foodservice management model that specifically addresses the opportunities to raise the bar in a fresh, local, sustainable campus foodservice.
- Continue to foster the relationship with the First Student Association and Fleming College Administrative Council, and join these groups in the execution of a cooperative and synergistic redevelopment of the foodservice spaces, Auld's Lodge and the Steak Centre.
- Invest approximately \$8.1 million dollars, over 2 years, in the redevelopment of all foodservice spaces.
 - o Locate a Tin Hut on the Brantley Campus
 - o Connect the Steak Centre with the existing Brantley Main Café
 - o Create a marketplace within residence building #3 at the Brantley Campus
 - o Update Breakfast
 - o Redevelop the Brantley Campus Main Café
 - o Rebuild the First Café in a manner that improves spaces and connectivity with Auld's Lodge
 - o Close the full service cafes at Milliken and Markham and move to a vending only model
 - o Add the Coburg Campus vending service to the Fleming College foodservice agreement.

A suggested timeline, and high level cost estimates have been provided that would see major elements of the work begin in the Summer of 2011 and be completed for the Fall of 2012, depending upon the results of the RFP process and available funds.



Hours of Operation

Frost Campus

Monday April 14th-Thursday April 17th

Origin Cafe



Mon-Wed	7:30am-3:30pm
Thursday	7:30am-2:30pm
Fri-Sun	Closed

Kawartha Grille



Mon-Wed	11:00am-7:00pm
Thur-Sun	Closed

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Summer Hours of Operation Frost Campus

Origin Cafe



Mon-Fri

8:30am-1:30pm



Kawartha Grille



Mon-Fri

Closed

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