

Food Service Advisory Committee
Auxiliary Services

Date: February 5, 2016

Place: UHDS Conference Room

Time: 12:00p.m. - 2:00 p.m.

Attendees: Mariah Marshall, Leighanne Dean, Kayla Fischer, Hejal Soni, Tanzeem Chowdhury, Emily Messa, Esmeralda Valdez, Lars Grabow, Don Yackley, Keith Kowalka, Swati Basu, Mark Laney, Jason Wipf, Shane Smith, Christina Martinez, Travis Ramirez, Torik Banks, Maria Honey, Rosie Ashley, Eve Esch, Richard Zagrzecki, Kimberly Cooper, Jessie Singh, Miranda McNeal, Yash Desai

Meeting Minutes

- I. Open Forum
- II. New Items
 - a. Spring 2015 Theme Meals
 - i. American Heart Association Partnership
 - 1. Want to increase over all health by 20%
 - 2. Predominately featured in Cougar Woods
 - ii. Mardi Gras Themed Lunch-
 - 1. Located in Fresh Food
 - 2. Next Tuesday, Feb 9
 - 3. Will have masking making, candy giveaways and photobooth
 - iii. Valentines Sweet Center
 - 1. Located at Student Center
 - 2. Feb 12
 - 3. Can decorate a Heart shaped cookie
 - b. Location Manager – Fresh Food Company
 - i. Ashley Airs
 - ii. In Process of getting picture taken to be posted on the Manager Board
 - c. Long-term discussion
 - i. Meal Plan Structure Preparation/Process
 - 1. Plans to plan for new meal plans ahead of time.
 - 2. Starting the discussion in September and October and have plans finalized by the end of the Fall
 - 3. Establish a subcommittee during this current spring semester.
 - a. Ideally have members who plan to return on the committee
 - d. UH Food Safety Program
 - i. External PowerPoint presentation

1. **Committee Questions-** Is there a way for the inspections to be published or noted?
 - a. **FS Response-** Yes, on our website.
 - b. **UHDS-** We work very closely with Fire & Safety and there is an extensive process that we go through to make sure that we correctly document the food we handle. We do team inspections and have a great working relationship
2. **Committee Question-** You enforce the rules by following all the state and federal regulations, is that the standard that you are setting or do you go above the minimum.
 - a. **Admin Response-** Yes, we strive to go above and beyond. Through the processes that we use, we are already doing things not required of us. For example the logging process is done through our company, and we keep these indefinitely. We also keep temperature logs for the freezer. It is a daily log from start to finish. We also hire an external audit that randomly drops by and audits are facilities for a full day.
 - b. **Committee Comment-** This was added to the agenda because of a few different reports of uncooked meat that was served. Was there was a logged report for this?
 - c. **Admin Response-** We do not log the temperature every single time, however it is really important for when those instances of food poisoning pop up those student report it in, so that it can quickly be investigated.
3. **Committee Question-** Is there any method of communication on how student can go and report these instance, how do you plan to explain this to students.
 - a. **Admin- Response-** Yes and we can certainly look into more way to get it broadcasted.
 - b. **Idea 1-** Text message service
 - c. **Idea 2-** Anonymous paper
 - d. **Idea 3-** An app or an adaption on Facebook.
 - e. **Idea 4-** Creating a quick email attachment, similar to facilities request.
4. **Admin Comment-** I think it is important to look into the terminology and explain it to students. What is uncooked for one person may just be Medium Rare for another. That's why the reporting is so critical.

a. Committee Comment- Perhaps, something should be created for this.

e. MarketMATCH

i. Define Process

1. It's a master planning system specific to UH
2. 2 groups or 1 large group, all over the country, that come to the campus community that conduct interviews with many different department heads, to get a grasp of the campuses specific wants and needs.
3. After the campus is divided into sections or neighborhoods to help grow the campus in each specific area.

ii. Alignment with overall UH Master Plan

1. A customized approach to how to better serve the campus.
2. The dining venues in each neighborhood will be analyzed to see what locations need more operations.

iii. Potential timeline

1. This spring will be part 1
2. Part 2 will be in the Fall
3. It is a blue print for improving the campus

f. Food Recovery Network Partnership Request

i. PowerPoint Presentation – Yash Desai

1. Request to get partner with the restaurants on campus.
 - a. Already spoke with some campus location managers that have approved of a partnership.
 - b. Hope to involve FSAC and Amarak to give permission to allow donations.

III. Pending\Updates\Information

a. Architecture Building Coffee Request

b. Meal Plan Petition Process

i. Proposal – Tanzeem Chowdhury

1. Hearing Board will be meshed with the current meal plan petition process. It will be an additional step in the process. It is an addition to the appeals board.

ii. Review of subcommittee meeting

iii. Discussion

1. It still needs to be met about and the details will be ironed out. The vote today is to approve moving forwards with the committees' support of this Hearing Board.

iv. Vote

1. 7 in favor
2. 0 opposed
3. 0 sustained

4. Motion carries, the FSAC committee will support plans for Hearing Board
 - c. Taste of Texas Tour
 - i. Baylor
 - ii. Friday, March 4
 - iii. Agenda
 1. Will meet counter parts at other university.
 2. Would like to hear back from the committee on what kind of things they will like to see.
 - d. Goal setting for remainder of semester
 - i. To try and plan for ahead for the new task of the committee
 - ii. Looking for volunteers for another subcommittee to start this semester, for early planning.
- IV. Review of Progress
- V. Member Items
- a. **Member Item 1-** A few students upset at the loss of the Subway in the Law Center
 - i. **Admin Response-** There is another Food Truck placed over there until the new C-Store up and running.
 - ii. **Committee Question-** Have you all placed signage up to explain that there is a new food truck up in front of the building until the C-Store is running.
 - iii. **Admin Response-** We have yard signs, but we can certainly look into getting more communication out.
 - b. **Member Item 2-** We briefly talked about having signage or display cards up in front of the pods in the café to better explain the nutritional value and what the food is. Has that been followed through or has someone made progress.
 - i. **Admin Response-** Yes we did order larger cards, and we have added the Station Id cards.
 - c. **Member Item 3-** Just a reminder that the next family diner is next week in Cougar Woods.
- VI. Adjourn

Next Meeting

Date: March 11, 2016

Location: Fresh Food Company

Time: 12:00PM – 2:00PM