NOTES

Attendance: Luoluo Hong (Chair), Dexter Irvin, Ellen Kusano, Tim Moore, Miles Nagata, Jesse Potter

1. Introductions - Committee members introduced themselves. To ensure sufficient student voice, it was noted that we will add another representative from UHHSA as well as add a residential student who is currently on the board plan.

2. Shift in administrative oversight – Luoluo explained the reasons for why administrative oversight for the Sodexo food service contract was shifted from Administrative Affairs to Student Affairs.
   a. Main reasons were: (a) dining services is a major component of the student life experience and a tool for building student community; (b) the bulk of the revenues generated for dining services comes from the residential board plans; and (c) students are the primary users of food services on campus.
   b. It was also noted that we are using the name “University Dining Services” to emphasize linkages with the broader campus and to focus on the total experience (“dining”) and not just the commodity (“food”)

3. Committee purpose – the committee was originally convened to develop the specifications for the Call for Offers. Now that the process is near an end, we still see a need for an advisory board. Going forward, the membership will provide direction, feedback, recommendations, etc., to the VCSA as the responsible administrator and to Miles as the day-to-day operations manager.

4. Update on the Call for Offer – Miles indicated that the timeline for the CFO process has been somewhat delayed. One of the offerors submitted questions that require responses from individuals with more expertise than we have, and due to vacations, etc., it is taking longer to compile the answers. The full set of responses will be posted on the website (http://www.hilo.hawaii.edu/uhh/vcsa/DiningServicesAdvisoryCommittee.php) and we will update the timeline accordingly. Also, we will be requesting an extension of the current contract. There were several questions from the committee about the CFO.
   a. Miles notes that we get a percentage of sale or a rebate – whichever is the larger amount.
b. The contract is not exclusive, i.e., it allows for smaller contractors to operate kiosks, carts, cubes, etc.

c. This will be a five-year contract.

d. At present it includes beverage rights for the campus, but this is something we need to examine in the future.

5. Future considerations – UHHSA would like to work on gathering student feedback on level/quality of services. We need to also think about how to expand range of dining options, as well as where are the optimal places to locate food service sites, especially as our campus grows.

6. Frequency of meetings – It was agreed that we should meet at least once a month, and that we should try to schedule one more meeting before the semester ends.

Respectfully submitted,
Luoluo Hong | April 25, 2010