

Instructional Related Activities (IRA) Committee

Tuesday: 28 March 2017

Meeting Minutes

Meeting Objective: To take care of pending business and review budget outlook

Attendees: Paul Murphy, Sean Kelly, Elizabeth Heim, Lizbeth Perez, Maricela Morales, Leticia Cazares, Deborah Ehrich.

Staff present: David Daniels

I. Approval of Agenda/Minutes

- i. D. Daniels moved to amend agenda to place Dave Nirenberg's time certain slot at the beginning of our meeting; further moved to do a round of introductions for everyone given that today we are also welcoming our new committee member Lizbeth Perez; committee agreed, although can't officially approve minutes as we've yet to reach quorum; committee introductions to everyone, noting that L. Perez is a junior and is both a business and math major, while also pursuing a translation certificate in Spanish;

II. Updates on Previous Business

a. Catering (Dave Nirenberg)

- i. D. Daniels introduced D. Nirenberg to the group and summarized why we invited him to the meeting;
- ii. D. Nirenberg summarized his representation of University Auxiliary Services (UAS), commonly known as University Glen Corp; cited prior experience at UCLA and CSU Northridge; in reference to the administrative detail, it means that we will provide services comparable to other vendors; noted that we have the responsibility to oversee the provision of food service safely and legally; we must ask the questions of third party vendors to ensure that they have environmental health certification, insurance and indemnification; if something

goes wrong, they're likely a small player in terms of liability, because if someone gets ill and wants to sue, our university would be likely be involved; added that competitive pricing is available, and that they are currently considering a "lower end" pricing; noted that the Catering Menu is merely a jumping off point, we're able to do themes, and our culinary staff talent we have is remarkable; from this third-party providers are discouraged, but when you spend the money with us, it stays with us, and we are the largest employer on campus; referenced that the new Islands Café was paid for by UAS, no state funds or general funds or president's funds were used;

- iii. Discussion: P. Murphy recalled that he had been on the IRA committee for four years, and the biggest concern the committee faces is spending the student's money in the most effective ways; asked why are we discouraging third-party vendors; D. Nirenberg replied that UAS has a vetting process in place, and that by using Catering we're providing services back to the campus; P. Murphy asked why we're seeing a rise in costs; D. Nirenberg noted that he'd have to see additional documentation, but we can look into this; doesn't want to have a conversation about why are costs too high, would rather have a conversation on how to make food more affordable; P. Murphy observed in the administrative detail that UAS has the first right of refusal; D. Nirenberg affirmed this, cited examples of where this would come into play, such as what vendor may take over where Sitar used to be; cited food truck example, commenting that this has been done but that they may bring other risks and we want to make sure that they are insured; S. Kelly recalled being president of CFA, cited example where every morning we'd have coffee and bagels, recalled a prior quote from four years ago where Catering wanted to charge \$3,000, so CFA looked for alternate and was able to go through an alternate approved campus vendor for \$300; summarized that it may be these types of examples on why CFA hasn't gone back since; D. Nirenberg recalled being aware that CFA isn't happy with UAS, but unaware of this particular disparity, wished he was aware of it at the time so that he could have taken action; P. Murphy summarized that this is the trend we've seeing in the budget requests, and we're proceeding being mindful of having the student's interests in mind; D. Nirenberg

added that he hears this, has been working in food service since 1982, and of course without the students we wouldn't be here; offered that himself and his staff will take a look at their pricing, can also do some ghost pricing with other vendors; added that our CI Way is real and is important; P. Murphy asked if there was a way to get feedback back to the IRA committee; D. Nirenberg agreed to report back, might not be in terms of weeks, usually it's more in terms of 30-60 days; general question on when our last IRA meeting was, D. Daniels answered May 2nd; D. Nirenberg agreed to come back on May 2nd to have something by then;

- iv. L. Cazares posed question to D. Nirenberg about donating food swipes, noting that other campuses have the surplus swipes donated, and further noted that there are now three subcommittees handling this; D. Nirenberg replied that he has prepared a document and sent it to Ysabel Trinidad in potentially offering that, and has done the work and sits on the Food Security Committee; observed that it appears that the Ventura County Food Bank has more food than they know what to do with; further noted that in terms of food safety, it's easier to have the food come from a single source; S. Kelly suggested that this is another area where we can compare ourselves to other universities, many do allow swipes to roll over or take unused swipes to donate to the committee; recalled that at SDSU the first semester swipes were handled this way, then the second semester swipes were kept by their campus; added that it's good marketing, and if we're doing it we should let people know about it; P. Murphy asked if we have an idea of how much money we're talking about; D. Ehrich offered to look into it; S. Kelly asked D. Nirenberg if he is involved with Conferences & Events (C&E); D. Nirenberg replied that C&E is now in the Foundation, per President Beck directive; committee thanked D. Nirenberg for his time and information;
- v. S. Kelly cited another example in pricing the per day cost of eating on campus for student researchers over the summer, which was about \$30/day and worked out to be more than we were paying the students to do their research; P. Murphy suggested that we do our own comparison, because we could get a report that is favorable toward UAS; committee agreed; E. Heim asked how were we able to get a food truck; P. Murphy

suggested that we can come back with asking about what is involved in the vetting process, recalled that food trucks will be used at the upcoming Dolphinpalooza event and were previously used for the Arts Under The Stars event last spring; added that the argument that the money is going back to campus isn't resonating; further committee discussion on the recollection that Student Affairs is a larger employer than food services at UAS; P. Murphy asked if L. Cazares could retrieve that data, reply was yes; P. Murphy added that we shouldn't feel bad about questioning areas that may lead to areas where student money could be more efficiently spent;

III. Approval of Agenda/Minutes

- i. With quorum now present, D. Ehrich called for a vote for approval of agenda and minutes for 3/14 and 3/28; VOTE: All in Favor of approval;

IV. Updates on Previous Business

B. Food Swipes (Debora Ehrich)

- a. D. Ehrich talked to Raymundo Masi, senator of residential housing for students, coordinating additional meetings with Ed Lebioda; D. Daniels reached out to Dr. Sawyer, response is pending; P. Murphy asked if there's a way to know what the total amount of money from surplus food swipes would go back into the pot; D. Ehrich offered to check with R. Masi on this as well; L. Cazares noted that Housing works with this on the back end, because they work with the university to provide the number of swipes data; further noted that in her correspondence with HRE that they do have a way to view this data, as they have to upload and create those accounts for students as they are coming into the dorms; D. Ehrich recalled asking if swipes could be carried over to the next semester

V. General meeting structure for semester (Dave Daniels)

A. Start review of Category III Proposals and Vote

- a. Committee discussion that at the time this agenda item is being addressed, quorum is no longer present due to some having 9am commitments to make; discussion that committee does not want to rush a vote and needs the time to discuss, suggestions of opening up an email dialog outside of the meeting period to capture any

feedback, then report and vote on Category-IIIs no later than the following meeting; committee agreed;

VI. Discuss questions received from proposal sponsor (Brogden, Island Fox)

- i. D. Daniels summarized that info received back from S. Brogden indicated that an additional performance date (the original request) would no longer be necessary, due to prior commitments made by the supporting musicians for the event; in regards to the Island Fox request, summarized that our IRA committee recommendations were provided to their group, i.e. that additional purchases of promotional items (“swag”) not be made and to instead leave the surplus of funds available to purchase additional copies of the literary journal (citing an example that occurred last year); D. Daniels further suggested that with this info received and communicated back that these inquiries can now come off of the table.

VII. Meeting adjourned at 9:06am

