



**University Auxiliary Services at Albany, Inc.
BOARD OF DIRECTORS MEETING
Tuesday, December 13, 2016 – 12:00 PM
Danes Den, Indian Quad Dining Hall**

President Christakis convened the meeting at 12:19. The following Directors were present:

Mr. Felix Abreu
Ms. Alondra Berroa
Mr. Scott Birge
Mr. Dylan Card
Dr. Michael Christakis

Mr. John Giarrusso
Mr. Jarius Jemmott
Mr. Gary Kleppel
Mr. Stephen Pearse
Ms. Carol Perrin

Mr. Lee Serravillo
Ms. Latonia Spencer
Ms. Subha Tasnim
Mr. Kevin C. Wilcox

ABSENT: Mr. Jarrett Altilio, Mr. Sanjay Goel, Mr. Fardin Sanai

ALSO IN ATTENDANCE: Ms. Karen Kettlewell, Associate Executive Director; Ms. Michelle Schifley, Senior Director of Administration; Ms. Michelle Bowen, Senior Director of Marketing & Communication; Mr. Randy Simmons, Senior Director of Finance & Business Administration; Ms. Nancy Harrigan, Administrative Assistant

GUESTS: Ms. Carla Bowens, Mr. Steve O’Riley, Mr. Nick Schultz, Ms. Katie Schultz and Mr. Jim Van Voorst

PUBLIC COMMENT

None at this time.

APPROVAL OF SEPTEMBER 23, 2016 BOARD MEETING MINUTES

Mr. Jemmott made a motion to approve the September 23, 2016 Board minutes. Mr. Kleppel seconded the motion. The motion was unanimously approved.

INTRODUCTION OF BARNES & NOBLE STORE MANAGER, CARLA BOWENS

Mr. Pearse introduced new Barnes & Noble General Manager, Ms. Carla Bowens. Ms. Bowens thanked Mr. Pearse and the Board for their welcome and noted that she was encouraged by what she has inherited in terms of her staff and the campus itself and is eager to assist with the University’s and UAS’ objectives for students.

INTRODUCTION OF STEVE O’RILEY, SODEXO RESIDENT DISTRICT MANAGER

Mr. Pearse introduced Mr. Steve O’Riley, Sodexo Resident District Manager. Mr. O’Riley reported that he is happy to be here, excited about what is coming when campus center renovations are completed and continuing the work to take customer service to the next level.

FEATURED LOCAL BUSINESS - ANTON’S GREEK RESTAURANT

Mr. Pearse introduced Nick (class of 2011) and Katie Schultz (class of 2009), owners of the local Anton’s Greek Restaurant. Mr. and Mrs. Shultz shared their story of being UAlbany graduates, and how they came to acquire Anton’s. They are excited to be able bring their Anton’s concept to campus with a retail venue in the Campus Center when the renovations are completed

PRESIDENT’S REPORT

Dr. Christakis introduced his guest, Mr. Jim Van Voorst, VP of Finance and Administration for UAlbany. Dr. Christakis thanked the Board for their work and dedication throughout the semester and noted that today the Board had two big decisions before it: Rethinking the way we do food service at UAlbany and the future of the Colonial Quad dining hall. He noted that the goal is to put our best people in place to provide the best service to our students.

EXECUTIVE DIRECTOR'S REPORT

Mr. Pearse showed pictures of the new Campus Center serving area and outlined the set up and venues.

Meal Plans 2017-2018

Mr. Pearse presented the proposed 2017-2018 meal plans. The main advantage of the new overhead or membership fee model is that students can purchase what they want, where they want at retail or residential dining. The plan price includes a fixed overhead or membership fee amount and then varying amounts of Dane Dollars to purchase food or meals at discounted rates; 60% off at residential dining halls, 30% off at local or national brand retail venues, and 50% off of at in-house or Sodexo brand retail venues. \$50 has been added to the cost of the plans per semester per student to help absorb the cost of funding Colonial operational costs for 2017-2018 in the anticipation of Colonial operating in 2017-2018 in a more limited capacity. Mr. Pearse explained that all freshman will continue to be required to be enrolled in the unlimited plan. Cost increases from last year are 4% for the unlimited plans and a 3-4% increase for overhead models. Mr. Pearse noted that in comparison to current meal plans, the overhead model provides more meal buying power for students.

Students reported positive feedback toward the plan and its increased flexibility and choices.

The Board discussed the need to have a strong plan in place for marketing and communicating the changes to students and parents, and that UAS should work in conjunction with the University's media and marketing team, Residential Life and Admissions.

Ms. Spencer asked that a lower priced plan option be considered to help students with more limited financial means and that the policy of requiring freshman to enroll in the unlimited plan be reviewed.

Dr. Christakis suggested that the Board proceed with the 2017-2018 meal plans as proposed and Mr. Pearse, Ms. Spencer and Mr. Wilcox could look at what other options there could be for an affordability plan.

Mr. Wilcox noted that the Finance and Audit Committee had reviewed the proposed 2017-2018 Meal Plans that had been approved and recommended by the Services Committee. The Finance committee endorsed the proposed plans with the added recommendations that a robust marketing plan be put into place and that the maximum amount of Dane Dollars that could be added to a plan per semester be set at \$500.

Ms. Perrin made a motion to approve the 2017-2018 Meal Plans as proposed. Mr. Kleppel seconded the motion. The motion was unanimously approved with Dr. Christakis adding that an affordability plan will be looked at.

Campus Center Expansion Update

Mr. Pearse reported that bringing a Tully's into the former UFood space in the Campus Center may not work out and that alternative options were being looked at for that location.

Colonial – Closing Approval

Mr. Pearse reported that the Facilities Master Planning Committee reviewed Colonial operational costs and meal plan participation data, and was recommending the closure of the Colonial Dining Hall in 2018-2019 with scaled back operations during 2017-2018. This recommendation was taken to the Services

Committee for their review. Ms. Perrin noted that the Services Committee also recommended closing Colonial and that the strongest arguments for closure were the substantial savings that would be realized and the increased quality of service this would allow at other locations. Ms. Perrin then made a motion to close the Colonial Quad Dining Hall in 2018-2019. Mr. Jemmott seconded the motion. The motion was unanimously approved.

Alumni Quad – Food on Demand Concept

Mr. Pearse reported that planning was in process to change the Alumni Dining Hall to a Food on Demand model for fall of 2017.

Cooking Class/Series

Mr. Pearse reported on a recent article in the newspaper about food insecurity at UAlbany and suggested ways that UAS could help combat food insecurity including offering a cooking class for students to learn how to cook on a budget and a cooking series that could be posted on Youtube. Mr. Pearse also suggested that a food card could be created and provided for students in need and be distributed to strategic people on campus so that they could hand them out to students when they become aware of a need. He also requested that there be further discussion regarding if this initiative should be pursued and if so, how much funding should be allocated towards it.

Bookstore RFP

Mr. Pearse reported that the Bookstore RFP went out on December 2nd. Barnes and Noble and Follett are the only respondents. Mr. Serravillo is chairing the committee. A consultant, named Tom Byrne, has been hired to facilitate the RFP process and the winning bidder is expected to assume operations of the bookstore on June 1, 2017.

SUNYCard Notice – Out January 9 & 10

Upgrades in SUNYCard system will be take place on January 9 and 10, 2017 and the portal will be down during that time.

Mr. Pearse announced that this was Ms. Kettlewell's last official Board meeting after 13 year of dedicated service to UAS and UAlbany and presented a gift to Ms. Kettlewell in honor of her retirement.

COMMITTEE REPORTS

Governance

Ms. Berroa asked Ms. Schifley to report on behalf of the Governance Committee. Ms. Schifley reported that the committee has tabled the UAS Bylaws revisions for now in order to see how changes taking place at SUNYCentral develop. Ms. Schifley also reported that the committee has decided to hold with the current strategic plan goals and continue with discussion on what future directions to take in strategic goal planning. Ms. Berroa added that the committee had discussed having a student representative to help educate students about UAS.

Services

Ms. Perrin noted that the main items for the Services Committee have already been addressed.

Program

Mr. Birge reported that the committee had allocated funding for 2016-2017 and had only supplemental funding still to allocate for spring semester. Mr. Birge also reported that a substantial award had been made this year to Student Affairs for all of their events and that they were administrating those awards.

Finance and Audit

Mr. Wilcox reviewed the UHY pension audit and reported that UAS had received an unmodified opinion on their financial statements, which is the highest rating possible. The UAS pension program

received a limited scope opinion, the highest rating possible. Mr. Wilcox made a motion to approve the UHY audit. Mr. Abreu seconded the motion. The motion was unanimously approved.

Mr. Wilcox also reported that Ms. Schifley had gotten the Pension Committee in place to manage the pension fund.

PUBLIC COMMENT

No public comment at this time.

ADJOURNMENT

Mr. Wilcox made a motion to adjourn the meeting. Ms. Tasnim seconded the motion. Dr. Christakis adjourned the meeting.

Respectfully submitted,

Latonia Spencer
Secretary