



**University Auxiliary Services at Albany, Inc.
BOARD OF DIRECTORS MEETING
Thursday, May 5, 2022 – 11:00 AM
Indigenous Dining Hall – Danes Den**

President Christakis convened the meeting at 11:06 a.m. The following Directors were present:

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| Ms. Taylor Chambers | Ms. Indu | Ms. Cassie Blazejeski |
| Mr. Nicholas Chin | Ms. Mary Beth Murnan | Ms. Molly Donelan |
| Dr. Michael N. Christakis | Mr. Stephen Pearse | Mr. Fardin Sanai |
| Mr. Todd Foreman | Ms. Carol Perrin | Ms. Latonia Spencer |
| Mr. Jermaine Harris | Mr. Lee Serravillo | |

ABSENT: Ms. Mya Williams; Ms. Cara White

Guests for Barnes & Noble Presentation Portion: Carol Kim, Provost; Joanne Malatesta, Vice Provost and Dean of Undergraduate Studies; Jonathan Shar, Executive Vice President, BNED Retail and President, Barnes & Noble College; and Jeremy Roush, Director, Client Solutions at Barnes & Noble College.

UAS STAFF IN ATTENDANCE: Ms. Michelle Bowen; Mr. Randy Simmons; Ms. Michelle Schifley; Ms. Roxanne Welch; and Ms. Sharon Webster. Ms. Nancy Harrigan was absent.

PUBLIC COMMENT

Nick Chin enjoyed “Nick Chin Day” at the 1844 Restaurant and was honored. He expressed his appreciation and applauded Sodexo.

APPROVAL OF MARCH 25, 2022 BOARD MEETING MINUTES

Ms. Indu made a motion to approve the March 25, 2022 Board meeting minutes seconded by Mr. Foreman. The motion was approved.

BOARD BUSINESS

Dr. Christakis presented graduating seniors Nick Chin and Molly Donelan with graduation gifts as per UAS tradition, offering them congratulations on behalf of the Board and thanking them for their service. Dr. Christakis further confirmed that there were no outgoing board members; both Ms. Murnan and Ms. Indu had been reelected.

EXECUTIVE DIRECTOR’S REPORT

Old Business

Dining RFP – Mr. Pearse reviewed changes to the dining RFP timeline. The RFP will be released in mid-August instead of September which will allow for a short list of potential dining partners to be determined before intersession begins in December. Presentations and campus visits can be completed after the new year with a decision expected in March 2023.

Dining Staff - Mr. Pearse reviewed recent management changes within the Sodexo dining team, including some changes in assignment for current managers and identifying some of the managers who are on campus to help until the end of the semester.

Unlimited Meal Plan Impact - Mr. Pearse presented numbers showing the impact of the change to the Unlimited Meal Plan following spring break. Over 7,400 additional meals have been served in total since March 21st, not an enormous amount, but significant when broken down on a daily basis.

Late Night - Mr. Pearse presented the list of upcoming Late Night and Food for Finals events.

State Quad - State Quad Dining Hall will undergo a refresh over the summer including updating the cashier station, new counters, installation of a flat top grill under a functional but currently unused hood, replacement of very old flooring in the kitchen, and improved lighting on the mezzanine.

Fall Semester Start-up - Mr. Pearse explained that planning for fall semester start-up is still underway for residential and retail dining. Students will begin returning to campus on August 14, and students required to return prior to the start of meal plans for orientation purposes will be fed in the Quads. Indigenous Quad will be open throughout the summer.

Dr. Christakis noted the July Connection Days and asked about the dining arrangements. Mr. Pearse confirmed that students will receive a dining experience at Indigenous Quad while parents are invited to dine in the Campus Center where additional retail venues will be opened. Extra venues will be open in retail for others. Dr. Christakis noted the importance of that Quad dining experience to help students get acclimated to Quad dining.

New Business

Summer Business – Mr. Pearse explained the overlap of summer EOP, STEP, CSTEP and international groups who will be on campus in addition to athletics. The usual lull for dining services after commencement will not be occurring due to the approximately 240 professional lacrosse league athletes who are having their training camp at the end of May followed by tournaments the weekend of June 4-5. That will roll into the summer groups mentioned previously and as EOP programs end, the athletics pre-season begins.

Vending & Hydration Station at UNH – Vending machines currently on the second floor at UNH will be moved to the first floor to be more visible and accessible for admissions visitors. A hydration station is also being installed in the first floor location.

Barnes & Noble - Sales and Cap & Gown Raffle - Mr. Pearse displayed comparative bookstore revenue information, showing that revenue this year is slightly over half of what it was pre-pandemic. The greatest decline has been in course materials, but Mr. Foreman pointed out that the 37% decline in retail sales is also significant. Conversation regarding the availability of the new logo, parent, specialty team, and even some basic items in the store, particularly this past fall was limited. Ms. Schifley shared that supply chain issues were part but certainly not all the problem, and certain events were still not fully attended this fall. Mr. Pearse mentioned that spring open house revenue was very good but still not at pre-pandemic levels. Dr. Christakis commented that we have definitive dates for Parents and Homecoming and hope to have a more “normal” fall. Ms. Blazejeski shared some ideas for custom art design products to boost sales and promote student work. It was further discussed that work needs to be done with the bookstore to better understand and strive for improvement in the non-course materials sales categories in addition to whatever course materials solutions will be presented to the Board by Barnes & Noble. Mr. Foreman asked for this to be included on a future agenda.

Mr. Pearse shared that that despite the revenue challenges, Barnes & Noble sponsored a Cap & Gown promotion this spring, driving related revenue up 8% while raffling off caps, gowns and diploma frames to both undergraduate and graduate students. This was also a cross promotion of their Green Weaver partnership' where caps and gowns are made from recycled water bottles and collection bins are provided to recycle any unwanted caps and gowns after Commencement.

BARNES & NOBLE – FIRST DAY PROGRAM REPORT

Dr. Christakis introduced Carol Kim and Joanne Malatesta from the Provost's Office and welcomed Jonathan Shar and Jeremy Roush from Barnes & Noble. Barnes & Noble presented the potential positive impacts of their First Day Complete solution to provide improved course materials access, convenience, affordability to students on our campus.

The program offers complete academic freedom of material selection to faculty while ensuring that all students receive access to those materials on or before the first day of classes each semester for one low fixed price per credit hour that is charge through Student Accounts. The presentation was interactive with questions and answers from various attendees regarding academic, financial and technical details. Based on the current academic year, BNC projected a cost for 15 credit hours that is 40% lower than the current University estimate per semester.

Provost Kim asked that a smaller work group, including students, be formed to review this. Ms. Spencer and Mr. Foreman both commented that additional work would need to be done with Student Financial Services as well if the program is being moved forward.

COMMITTEES - YEAR END REPORTS

Executive Committee – Dr. Christakis explained that the Committee met about bylaws revisions in the absence of a Governance Committee. Mr. Foreman recapped the proposed change that was already sent to the Board for review in advance, explaining that the Executive Committee recommends that the Vice President of Student Affairs be ex-officio voting member of the Board in the way that the Vice President for Finance and Administration is currently listed. This will prevent a gap in representation when Dr. Christakis' current term ends and provide ongoing continuity for the Board. Mr. Chin asked for a motion to accept the change that was presented. Ms. Spencer made the motion, seconded by Mr. Sanai, and the change was unanimously accepted.

Services Committee – Ms. Indu explained the Executive Director's report had covered most of the Committees' work and added that card access was being installed on all laundry rooms over the summer so that students would have 24/7 access, but any problems or vandalism could be better monitored.

Program Funds Committee – Ms. Murnan reviewed the number of applicants received and grants provided including 2 block grants to Student Affairs and the UAlbany Speaker series. 96 applicants have been awarded \$253,293 leaving a balance of \$46,608. Normally the full amount is awarded but applications were low, especially this fall when the pandemic protocols still limited events. There were less applicants this year, but the majority were granted full amounts.

Finance and Audit – Mr. Foreman reported that fiscal year end is May 31 and expects a healthy year end because the resident student population resulted in better than budgeted meal plan revenue. Mr. Foreman explained the Committee will continue to look at the vending and bookstore trends that are negatively impacting UAS revenue. There were no budget modifications to report. Residential Life is forecasting good occupancy for next year, and the 5% meal plan price increase while larger than past increases is still lower than the increase that some other campuses have reported to Mr. Pearse. Mr.

Foreman also explained that although the market has dropped, UAS still has good unrealized gains on investments over time.

PUBLIC COMMENT

Ms. Indu shared that Roxanne Welsh recently won the Terra Award for stewardship in sustainability and Nick Chin reported that the first woman of color was just elected Student Association Senate Chair for next year.

EXECUTIVE SESSION

Dr. Christakis moved the meeting to Executive Session at 12:24 PM and the UAS management team exited the room. The Executive Session ended at 12:37 PM.

The UAS management team rejoined the meeting and Dr. Christakis thanked them for their work this year.

ADJOURNMENT

Mr. Chin made a motion, to adjourn, seconded by Ms. Spencer. The meeting adjourned at 12:38 PM.