Santa Monica Community College District
District Planning and Advisory Council - Colleges Services
Subcommittee Meeting- Friday, OCTOBER 24, 2014
MINUTES

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) - College Services Subcommittee was held on Friday, November 7, 2014 at 9:00 a.m. in the Campus and Alumni Relations Conference Room at Santa Monica College.

I. Call to Order: 9:05 a.m. Chair Michael Tuitasi presiding.

II. Members Present

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
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<tr>
<td>Michael Tuitasi</td>
<td>Manager (Co-chair)</td>
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<td>Joan Kang</td>
<td>CSEA Representative (Co-chair)</td>
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<td>Deirdre Weaver</td>
<td>Manager</td>
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<td>Marina Parise</td>
<td>Academic Senate</td>
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<td>Thomas Chen</td>
<td>Faculty Association</td>
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<td>Michael Strathearn</td>
<td>Faculty Association</td>
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<td>Robert Villanueva</td>
<td>CSEA Representative</td>
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<td>Caitlin Corker</td>
<td>Student Representative</td>
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<td>Hamza Sabri</td>
<td>Student Representative</td>
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<td>Maria Leon Vazquez</td>
<td>Manager</td>
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III. Members Absent

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<th>Name</th>
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<tr>
<td>William Selby</td>
<td>Academic Senate</td>
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<td>Michele Harrison</td>
<td>CSEA Representative</td>
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<tr>
<td>Jessica Meshkani</td>
<td>Student Representative</td>
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<td>Rizwan Rashid</td>
<td>Student Representative</td>
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<td>Sonali Bridges</td>
<td>Manager</td>
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<td>Joanne Laurance</td>
<td>CSEA Representative</td>
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Interested Party:
Cynthia Gonzalez, Nutrition Professor, Life Science

Guest:
Mike Eghbali, President of EM Group Inc.
Charlie Yen, Manager, Facilities Planning

DPAC Staff Support
Dalia Cortes

Review of Minutes:
   a. Motion by Michael Strathearn to approve the minutes as is; Seconded by Maria Leon Vazquez
   b. Vote: Unanimous in favor of motion

Public Comments:
a. No public comments
III. Presentation:

*Charlie Yen-Update on Vending Services*

- What items are sold in the vending machines?
  - Charlie Yen distributed a packet with all the items that are sold in the vending machines. The vending machines carry seasonal items.
  - Some of the products that have been placed in the vending machine have not been gluten-free, and need to be careful about this.
  - The vending machines are providing nutritional snacks.
  - Question: What are the top sellers? Answer: Gluten-free products have been doing better than others.
  - Cynthia Gonzalez suggested having low-fat products. Products need to have two grams of saturated fat or less, have a total daily fat of five percent or less, and have 30% or less fat to be considered low fat.
  - Fruit has been tried, but it doesn’t sell well.
  - It was also suggested having vending machines geared toward certain international student populations. There can be collaboration with international student groups on campus to decide what is sold in those vending machines.
  - It was mentioned that the vending machine with office supplies in the Business building was empty. Charlie Yen responded that there was no market for it, and it was installed ten years ago.
  - Question: Where do the funds collected from the vending machines go? Answer: It goes back to the athletics and transportation department.
  - Question: Are there other areas on campus where there should be a vending machine? Answer: Yes, but there are power issues.

- Gift Cards
  - Associated Students (AS) wanted to create a food pantry type of program for students using the Bread Factory space. AS wanted to give a card or coupon to hungry students so they could redeem it with vendors on campus. The funds would come out of the AS budget.
  - More studies on issuing gift cards to students have to be conducted. AS can speak to vendors and will come back with more information.
  - Questions: Can we buy vouchers in bulk to get a discount? Can a one-time-use visa card be used? Answers: Both of those options cost more money, and logistics need to be figured out prior to purchasing gift cards/vouchers.
  - A five dollar voucher was also proposed because it would be more economically fit than gift cards, which presents its challenges.
  - VP Michael Tuitasi will set up a meeting with AS to discuss what they want to achieve with this program.
  - Regarding the discussion on placing money on ID cards, at this point, the ID card suggestion is in limbo. A Higher One card was investigated, but it required a lot of charges to students.
  - Question: What are the goals? Answer: A voucher will first be used and then transition to using ID cards.
  - Question: Is AS working with food pantries? Answer: No. Cynthia Gonzalez will give AS the contact information so they can set up a volunteer program with a food pantry to provide students with food at home.
  - Giving out holiday meals to students and their families was suggested, but there are other programs like EOP&S and Guardian Scholars that already do this.

IV. Updates: None

V. Other
• Motion to have Cynthia Gonzalez replace Thomas Chen made by Thomas Chen; Seconded by Michael Strathearn
  o Vote: Unanimous in favor of motion
• Coffee Hut
  o Students want to buy coffee after 8:30 pm. Many students taking night classes have a break around 8:30 pm.
  o The coffee hut can extend their closing hours during midterms and finals. There can also be a café in the library, but that would have to close at 9:30 pm since the library closes at 10:00 pm.
  o Question: Can the coffee hut stay open for a week as a test run? Answer: Mike Eghbali agreed to extend the coffee hut’s closing hours. They would have to advertise it and direct students to the hut.
• Marina Parise
  o Eat Street is still putting hot food in plastic containers. However, all vendors on campus have to use sustainable products.

VI. Adjournment
Motion to adjourn made by Robert Villanueva; Seconded by Thomas Chen at 10:02 a.m. Motion carried by general consent.

Next Meeting: Friday, November 21, 2014 at 9:00 am in the Student Affairs Conference Room.

Topics: Campus Cleanliness; Transportation from the Valley and Malibu