A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) - College Services Subcommittee was held on Friday, September 18, 2015 at 9:00 a.m. in the Student Affairs Conference Room at Santa Monica College.

I. Call to Order: 9:04 a.m. Chair Michael Tuitasi presiding.

II. Members Present

<table>
<thead>
<tr>
<th>Name</th>
<th>Title/Role</th>
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<tbody>
<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>Maria Leon Vazquez</td>
<td>Manager</td>
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<tr>
<td>Deirdre Weaver</td>
<td>Manager</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>Joanne Laurance</td>
<td>CSEA Representative</td>
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<td>Robert Villanueva</td>
<td>CSEA Representative</td>
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<td>Kishore Athreya</td>
<td>Student Representative</td>
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<td>Justine Laforteza</td>
<td>Student Representative</td>
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Members Absent

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<tr>
<th>Name</th>
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<tr>
<td>Bonita Cooper</td>
<td>Manager</td>
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<td>Steve Contarsy</td>
<td>Academic Senate</td>
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<tr>
<td>Cynthia Gonzalez</td>
<td>Academic Senate</td>
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<tr>
<td>Michele Harrison</td>
<td>CSEA Representative</td>
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<td>Heather Haro</td>
<td>Student Representative</td>
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Guest(s)

Gloria Lopez, Faculty Coordinator, Health Services

DPAC Staff Support

Diana Askew

Review of Minutes:

   a. Motion by Michael Strathearn to approve the minutes as is; Seconded by Joan Kang
   b. Vote: In favor: 6; Abstention: 3; Not present: 1

Motion made to suspend roll call vote

a. Motion by Joan Kang; Seconded by Robert Villanueva
b. Vote: Unanimous in favor of motion.

Public Comments:
None

III. Review of Committee and Charge
• The charge of the committee appears on page #2 each agenda
• This committee is (1) of (5) subcommittees of District Planning and Advisory Council.
• This committee follows parliamentary procedures and is subject to the Brown Act.
• Last year’s committee topics included the food voucher program, introducing Meatless Mondays to the campus community, updating the food options in the vending machines, campus cleanliness, and RFP for old Bread Factory space

IV. **Fall Meeting Dates/Times**

• It is important that the committee members attend the meetings or if they are unable to attend then, they should send a substitute.

V. **Fall Topic: Nutrition**

*Guest: Gloria Lopez, Faculty Coordinator, Health Services Office*

Health Services, as it relates to Nutrition, currently has a list of resources available; it lists food banks and resources for our homeless population. The Health Services office is funded using the Student Health fees and is available as a resource for students. Health Services Office also provides some medical services.

To address the needs of the student population, Gloria and Cynthia Gonzalez want to provide nutritional consulting for students. This program would instruct students on proper nutrition by offering one on one consulting, group consulting, and workshops. An agreement between SMC and USC could be made whereby USC graduate students could be available as interns and would be able to offer their services for up to 20 hours per week, with a faculty member overseeing the program. The goal is to have the program in place by the end of Fall 2015. This program is necessary to student’s overall health and success; it also seems to be an important topic to the student population. For example, at the Health Fair each year, the nutrition booth is one of the more popular booths. However, in order to create a program such as this, the next step would be to research what other schools are doing and then create a more formal proposal (funding, staffing needs, SLO, program offerings, etc.) If approved, then a marketing plan would need to be developed and implemented.

**Suggestions and Comments**

• Kishore suggested using the Associated Students webpage as a marketing tool to promote this possible future program and list resources related to healthy nutrition.
• Michael Strathearn suggested using signage, in conjunction with the GRIT program, to launch a nutrition campaign.
• Michael Strathearn also asked if it was possible to investigate if community colleges were eligible to participate in the free food program (after further discussion, this may be difficult to monitor)
• Michael Tuitasi mentioned that the new commuter website being launched by Sustainability as part of their campaign to reduce single driver ridership will have an option for the individual to track their walking and calories used.
• A website could be created to list the number of steps taken to reach various buildings and locations around campus; list the number of steps and calories burned walking up and down the bleachers or around the track, list when walking clubs meet and where.
• Working with campus food vendors to easily display the nutritional content of the meals they serve
• Have various workshops (signs to look for-poor nutrition, proper hydration) throughout the semester and on Flex Days and at Opening Days.
• Working with PDC, CPDC, Department Chairs, SMC Foundation, alumni who have chosen a career in nutrition to come back and conduct workshops
• Ensure proper nutrition is discussed in the Counseling 20 classes
• Discuss the importance of proper nutrition and hydration with Athletics, Dance and Kinesiology
• Work with student leaders (Associated Students, President’s Ambassadors, Peer educators, Athletes)
• Deirdre suggested reviewing CSUN’s JADE (Joint Advocates of Disordered Eating: http://www.csun.edu/counseling/jade) program
• Joan agreed to speak with the VIP Welcome Day committee about offering a workshop at VIP Welcome Day on How to be successful, which would include starting the day with a healthy 1st meal
• Add healthy food options to the planner that is distributed to new students
• Speak with Charlie Yen about posting nutrition information on the TVs in the cafeteria; the information submitted will need to provide a time frame to display and be in the required format
• Creating a nutrition or healthy eating week to coincide with National Recognition weeks such as Eating Disorders Awareness Week or Mental Health Awareness Month
• On 1st day of each session, instructors could remind students about the importance of eating well before coming into class

Goals for Fall 2015 semester
1. Invite speakers for workshops (Deirdre and Kishore)-will speak with Kiersten Elliott and Cynthia Gonzalez; possibly invite Bill Selby back as a potential speaker
2. Offer healthy food combinations in cafeteria and link food vouchers to those healthy combos-Kishore-will speak with Charlie Yen and cafeteria food vendors
3. Training for faculty and staff-(Flex Days/Opening Day)-Robert and Joan-will speak with PDC and CPDC
4. Possible workshop at VIP Welcome Day on How to be successful at SMC starts with a healthy meal and adding nutritional information to student planner-Joan
5. Make a presentation at departmental meetings (Athletics, Kinesiology, Dance)-Michael Tuitasi
6. Working with Student Leaders and Peer Educators-Deirdre
7. Marketing of proper nutrition, food banks, 99 cents Store-Kishore-working with Gloria Lopez and Cynthia Gonzalez
8. Working on developing nutritional consulting program-Thomas Chen, Cynthia Gonzalez and Gloria Lopez
9. Identifying potential dates for healthy nutrition day/week (during International Week, Earth Week, Eating Disorders Awareness Week)-Maria Leon-Vazquez and Heather Haro will speak with Jeremy Lange in IEC.

VI. Other
• Food Voucher Program
  • Speak with vendors about offering a health combo and then tie this voucher into paying for that combo only.
• Invite Chris Bonvenuto to next meeting to provide update on the RFP

VII. Adjournment

Motion to adjourn made by Joan Kang at 10:05 a.m. Motion carried by general consent.

Next Meeting: October 16, 2015 at 9:00 am; Location: Student Affairs Conference Room (Admissions Complex, Room 103A).