

## **Real Food Working Group Meeting**

July 19, 2013

Gund Institute Conference Room

### **In attendance**

Alison Nihart, Caylin McKee, Maria Carabello, and Melissa Sullivan (via Skype)

### **Policy Committee Update**

The group reviewed the draft Real Food Policy. This will be adopted by the RFWG (we are not seeking to make this an official UVM policy). Those present suggested the following revisions:

- Clarify the role of student researchers – are graduate students involved?
- Specify the frequency of calculator evaluations – do we track every month of the year or choose 2 representative months (to be discussed at the September meeting with the full RFWG)
- Change “Slow Foods” to “Slow Food”
- Specify that the group will produce an annual report
- Add sections on the role of the outreach and policy committees

The policy group will bring a revised draft to the August meeting for review.

### **Outreach Committee Update**

The outreach group is moving forward on the collaboration with David Conner’s research class. Gioia will be the main contact point between the class and the RFWG.

Jane suggested an installation at the Davis Center to generate awareness leading up to Food Day on October 24. Caylin suggested that the Davis Center has art curators we can work with on this.

The group discussed whether to make a marketing push at the beginning of the semester, considering that David’s class will be assessing student awareness after that time. An existing survey from Spring 2013 shows that >90% of students have never heard of RFC. Those present agreed that the beginning of the semester is a crucial time for setting the awareness of incoming students, so we should take advantage of this to do table tents and other marketing in the dining halls.

### **Calculator Committee Update**

The group discussed the use of the new online calculator, which is much more time consuming than the older method. However, it does collect more detailed data. The question is whether it’s worth spending the time required to use the new tool in order to collect that data. Those present suggested that considering we are still working on Spring 2013 numbers, the older method is preferable for the sake of efficiency. Caylin will continue providing feedback to RFC regarding suggestions about calculator changes.

### **Update on Student Involvement**

We have 2 new student members – Josh Gachette from SGA and Rebecca Brady, an incoming first year. Alison will follow up with them to ask which committees they’d like to be in.

We have a total of 11 students on the RFWG now, which is a good place to be in case any of them have conflicts with our chosen meeting times.

Using the process outlined in the draft Real Food Policy, we will elect a student chair in September. Alison will email all the students to explain the opportunity. Students may nominate themselves or other RFWG members may nominate them.

RFC national has some opportunities for student involvement:

- A summer RFC leadership group weekly call
- An Implementation Committee to generate materials to help schools implement the commitment
- An upcoming “buddy system” between UVM and a similar school (potentially UMass Amherst); students will have monthly calls for support, skill building, and accountability

The group discussed the new Sodexo Food Systems Masters Fellow and wondered whether this person be involved in the RFWG. Caylin will clarify with Melissa Z.

### **Feedback on Annual Progress Report**

Caylin prepared this document and is still open to feedback. Please email her with any suggested changes. The action plan on the final page will be amended to remove future goals (as these need to be developed by the policy group as part of the multi-year action plan).

### **Website**

Melissa S will help develop content for the RFWG webpage in August and September. It will be hosted on the Food Systems Initiative website. We can pull some content from the current UDS website on RFC.

### **Budget update**

We have ~\$2,000 in an account hosted in the Nutrition and Food Science department. We should develop a budget for how we want to use this money in the coming year. Each committee should submit their needs (we anticipate Outreach will need the most) and we'll also consider the needs of the whole group. Alison will bring a draft consolidated budget to the August meeting.

If we need additional money, we can put together a proposal to share with Doug Lantagne, who can approach the Provost.

### **October RFC meeting in Minneapolis**

The RFC is hosting a student meeting, which is an opportunity for the students and staff advisor to meet with the RFC national leadership and other schools. We need to determine how many students are interested in going and develop a budget based on this. We will need to raise money through other venues, perhaps SGA minigrants and departments.

### **Dining Contract RFP Process**

The UVM dining contract ends in 2015. The RFWG will be involved in providing input on the RFP so we ensure that Real Food initiatives are integrated into the next contract. Stefy from RFC provided some schools that have recently gone through this process. They may be a good resource for us as we begin the process at UVM. The RFWG will need to address how to handle the involvement of working group members who are also Sodexo employees during this process, to avoid conflict of interest issues.

**Next meeting:** Thursday, August 15, 9:00am in the Gund Conference Room (Johnson House, 617 Main St)

### **To do list (consolidated from above)**

Everyone: review the draft Real Food Policy and provide feedback to Alison

Everyone: review the Annual Progress Report and provide feedback to Caylin

Policy Committee

- Incorporate suggested revisions into draft Real Food Policy
- Determine any budget needs

Outreach Committee

- Brainstorm ideas for table tents/marketing
- Determine any budget needs for the coming year and send to Alison by August 12
- Melissa S to contact RFC about getting free stickers/buttons/etc from them
- Request activity fair/welcome bbq table

Calculator Committee

- Determine any budget needs for the coming year and send to Alison by August 12

Caylin will get class schedules from students and schedule Fall 2013 meetings.

Caylin will forward the RFC Summer Leadership Doodle call email to Maria

Caylin will clarify with Melissa Z whether the new Food Systems Masters Fellow will be involved in the RFWG

Alison assess how many students are interested in attending the October meeting in Minneapolis

Alison will invite Josh and Rebecca to join one of the committees

Alison will consolidate the budget needs from each of the committees

Melissa S will request marketing materials from RFC national

Melissa S will begin working on website content in August

August meeting draft agenda:

- Committee updates
- Alison will present a draft budget
- Caylin will provide overview of the "what if" scenarios she's developing
- Review revised draft of Real Food Policy
- Status of students interested in attending Minneapolis mtg. in October

September meeting draft agenda:

- Committee updates
- Elect student chair
- Caylin will report on final Fall 2012 numbers

- Caylin will present an analysis of the trade-off between using the old and new calculators.
  - o Discuss how to calculate our percentages after Spring 2013 (all months or representative 2 months?)
- Ensure all students have decided whether to attend the Minneapolis mtg. in October
- Determine which students are interested in being on RFC Implementation Committee
- Designate one student to take the lead in setting up the “buddy system” with another university