

MEETING BETWEEN SA EXECUTIVE AND THE SENIOR MANAGEMENT

Date: 18/09/08

Venue: Meeting room, Admin Building

Time: 16:00 hrs

Attendance:

Management: Ian Pashby, Paul Boardman

SA Executive: Gerard / Douglas / Manoo / Rozanne

- Ian explained the situation with Hartawan.
 - The contract with Hartawan was terminated on the 31st of July.
 - They agreed to stay on for 3 months till the University found alternative catering sources.
- Emergency solutions to the complaints raised regarding the service and quality of food served by Hartawan.
 - Shuttle buses to Semenyih
 - Rozanne mentioned the lack of buses during the lunch hour and requested 2 shuttle buses to be used during lunch time. With a round trip of 20 minutes there will be buses departing campus every 10 minutes.
 - Paul said only the dinner and weekend buses are allowed to go through TTS. Paul allowed the buses to drop students opposite forest bar and pick them from there too.
 - Manoo requested mini buses or vans to be used since most students don't utilize the service during the day. Ian agreed to have smaller buses for breakfast and lunch and the usual buses for the dinner shuttle trips.
 - Gerard explained the buses will be taking the same route as the Semenyih Central route.
 - Temporary catering to be brought in immediately (Cat's Eye – SA 1st floor)
 - Manoo mentioned the quantity of food provided will not be sufficient and also the food served was comparatively expensive.
 - More catering (Within the week)
 - A block cafeteria to be operational by 29th Sept.
- Long term Solution
 - New extension to the SA to be ready by mid November (one caterer)
 - A block Café to be opened by the end of September (one caterer)
 - Main SA cafeteria to be refurbished by the 31/10/08 (four to five caterers)
 - There will be an arrangement between the suppliers to have food available throughout the day.

- All contracts signed will be for a period of one year.
 - Look into the possibility of getting a franchise/chain to open an outlet on campus.
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- The management has given its consent for outside caterers to bring in their mobile operations and sell food on campus. Clubs and societies are now allowed to bring in food from outside caterers.
 - Ian agreed to the request from Manoo to take students along for food testing and involve the SA in the catering selection process. He reiterated the University was not looking to the cafeteria as a profit making entity and thereby will look for the cheapest and best food offered to students.
 - Paul has requested the SA to look into the catering services of other universities such as LimKokWing and INTI College.

 - Manoo requested that the service remains the same even during weekends.

 - Ian agreed to meet the SA Execs monthly to discuss any issues that crop up.

 - Manoo requested more open SSC meetings, between the student reps and the management. While it was agreed that the reps will be picked by the SA and the SA would also take the minutes for each meeting.

**the meeting was adjourned at 17:00 hrs)

Prepared by:

Approved by:

Verified by:

Rozanne Moraes

(SA Treasurer)

Douglas T. Emmanuel

(SA President)

Gerard A. Francis

(SA Manager)