Marilyn Magaram Center Advisory Board Meeting Minutes
Monday, August 22, 2016 – Sequoia Hall 112

Members Present: Audrey Clark, Bonnie Brock, Ellen Bauersfeld, Elizabeth Sussman, Eric Sletten, Bridget Harvey-Elliot, Kim Henige, Ragip (Bob) Unal, Steven Yannicelli

Members Absent: Barbara Fairchild, Dena Herman, Jae-Min Mandala, James Brooks, Merav Efrat, Salvador Esparza, William Haddad, Yi Cai

Guest: Amy Kaiser, Dee Larkin
Dietetic Interns: None were present
MMC Research Student: None were present
Staff Present: Annette Besnilian, Karmen Ovsepyan, Arleen Candelario

1.0 Meeting Called to Order: 09:44 am

Introductions and Announcements
Annette Besnilian welcomed everyone. All board members and attendees introduced themselves.

2.0 Approval of Agenda: MSP – Eric Sletten, Steve Yannicelli

3.0 Approval of Minutes: MSP – Audrey Clark, Steve Yannicelli
Approval of Consent Agenda Items: MSP – Elizabeth Sussman, Eric Sletten

4.0 Director's Report
We have been extremely busy all summer. The constructions in Sequoia Hall 110, 112, and 120 began on June 1st as planned. After many meetings, phone calls, sleepless nights, lots of follow ups, the sliding glass door in SQ 112 is finally up. Per facilities, all construction and upgrades should be done for the anniversary.

4.1 Our sensory labs are all updated and ready to be utilized. A webinar was conducted to train all our staff and students on sensory testing. Our food science interns were busy testing the new low sugar Marmalade in the kitchens. Please look for that in the very near future and you will get to try it during our 25th anniversary event. Our health assess lab is also being remodeled. In addition to body composition testing and nutrition assessment and counseling-
through a collaboration with Breastfeed LA-the room will be used as a lactation room. In addition to the regularly scheduled construction, I was also able to ask them to paint the building and repair the stairs outside. We are excited about the 25th anniversary event showcasing the center’s 25 years of health.

4.2 The "Wellness Garden" in Sequoia interior courtyard should also be ready for planting by this week. The drip irrigation and the red wood boxes will be done by Wednesday. Collaboration with the art department will provide us with art and signs for the gardens. Our students and staff began to design the “Spicy Matador” blend. The herbs will be grown in our garden, dehydrated and the spice blend will be bottled. Be ready to take the “spice challenge”.

4.3 We have been in contact with kitchen equipment companies to update, upgrade or replace the kitchen equipment in SQ 110. A visit to the SoCal Gas has started a possible partnership to get energy efficient and top of the line industry equipment for our center and labs. An interactive TV and a few screen and projector are also in the works.

4.4 For the first time, we had several summer internships being offered. Our research lab was busy with at least five research projects and developing a research lab manual. We were able to expand internationally and provided research and education opportunities for a student from Brazil this summer through the Institute of International Education. Our visiting student from Brazil, was able to participate in all center activities.

4.5 An exciting opportunity to provide “A Taste of Good Health” program to the Long Beach community, which was a collaborative community outreach during June/July with Cal State University Long Beach and CSUN. Our BUILD PODER scholars were able to work together and collaborate on a poster presentation. We also had students working in the USC research lab.

4.6 We celebrated our interns’ graduation, with a first time ever, white coat ceremony, and welcomed the new dietetic interns. We are working with the Los Angeles Cleantech Incubator (LACI), (designed to help startups from CSUN and the San Fernando Valley discover new opportunities, create outstanding enterprises and connect with our global network of businesses and investors) to develop business plans.
in areas of MMC services and MMC products. Our students will be competing in the business plan bull ring this year.

4.7 Several research opportunities with the Local Roots Company to compare hydroponic vs. soil grown produce through both sensory and nutrient content. This is an exciting collaboration with the chemistry department.

4.8 The Education Theater met and conducted interviews to write the script on the “Eating Disorders” play. This play will be a collaboration between MMC and the theater, dance, journalism departments. An Interdisciplinary grant was obtained to develop this project and there will be a showcase at the 25th anniversary event.

4.9 Our Lets Grow Healthy Program is growing! We were able to train students to become “Healthy Growers” during summer. This was a collaboration with the Institute for sustainability on campus and the Campus Food Garden. We are currently providing gardening, gardening education and training in more than five schools in the San Fernando Valley. The plan is to build five more gardens this year.

4.10 We were able to produce 25 cooking videos during summer. They will be available on our website soon, similar to the “Tasty” videos. They will be “MMC Wellness Kitchen” recipes. Delicioso, Ole! Keep an eye out for it. The same recipes will be used in a cookbook called the “MMC Wellness Kitchen” cookbook. We look forward to showcasing the videos and the cookbook at the anniversary event.

4.11 I am excited to report that we have met and surpassed all center goals and objectives, as seen on our dashboard! The assessment committee met during summer to determine objectives for the New Year. Our plan is to continue the MMC’s myriad and variety of outstanding projects and events for this semester to continue to bring much success, specifically with the incorporation of students, faculty, staff, our advisory board members, and the greater community. MMC has been collaborating on campus and off campus, local to international. MMC is currently collaborating with several departments, programs, center, and Institutes on campus. Our projects- as seen on our project list- have expanded and increased. We will continue cooking demos and weight management workshops, grocery store tours, feeding therapy clinic, outreach to the
community, and educational opportunities and programs for our students, staff and professionals and our collaboration with student and professional organizations. We plan to continue to reach more schools, providing physical activity, nutrition education, gardening, and cooking classes for children, staff, and families. Implementing “Policy changes” and “Train the Trainer” model, we ensure sustainability of all the programs that we implement. Supermarket tours, outreaches, education, and research. “My Plate: The Musical” and participating in “My School in Motion”

4.12 We plan to continue to expand and improve our website and the Nutrition Experts websites and to start a blog this fall. We are working with the university marketing department to develop a video showcasing 25 years of health and wellbeing series and showcase MMC programs and projects.

4.13 We continue to work with all our community partners. I would like to acknowledge and thank our community partners. Without them, we would not be able to carry out many of our programs/projects and meet our mission Thank you to NEVHC, WIC Program, Kaiser Permanente (KP) Panorama City, KP Woodland Hills, VCCC, LAC DPH, Dignity health, Cedars Sinai Medical Center. I want to thank all our hospitals, community center, foodservice facilities and preceptors that provide our students with internship and education opportunities.

4.14 The Center plans to provide scholarships and sponsorships for students and staff to attend several conferences and professional meetings this year: SCIFTS, CAND, CA-AFCS, and CAND Public Policy conference in Sacramento.

4.15 We have successfully submitted several grants to continue and expand our center projects. In such a short time, we have submitted 10 internal and external grants. We have raised $ 483,840. The pending grants are for the amount of $950,000. We have obtained funding for the following new grants: KP Panorama City Grant, Project Title: Let’s Cook and Move and Grow Healthy in Schools, three COF – Matador Garden, Student Nutrition and Cooking Knowledge, Enhance Performance through Nutritional Assessment Service To the CSUN Student-Athletes and CSUN Community UCLA KP, Resolution Project, WIC Based Internship, Spicy Matadors, and Drown Foundation. The following grants are pending: Champions For Change – Healthy Communities Initiative, Dignity Health.
4.16 MMC is looking forward to providing exciting program, projects, and scholarship and grants this fiscal year for our students, faculty and staff. The Calahan Street Elementary School special internship in honor of Dr. Christine Smith will begin this fall. The funds generated from The Christine Smith Endowment will be used to provide a scholarship to students working on the Calahan garden and chickens, and on the MMC Wellness Garden. We will be recognizing our Christine H. Smith Scholarship and Tom Chen Scholarship recipients during our anniversary event, in addition to our faculty research grant recipients.

4.17 Annette Besnilian welcomed Amy, a representative from Kaiser, which we received a grant from for our Let’s Cook and Grow project.

5.0 Committee & Task Force Program of Work

5.1 Finance Committee

5.1a Bridget Harvey-Elliott went over the proposed Budget and explained specifics of the spreadsheet to provide clarity of funding sources and spending funds.

5.1b Bridget Harvey-Elliott questioned the yellow box that is provided on the budget for the Endowment amounts. Audrey Clark supplied information in regards to the Christine Smith and Tom Chen Funds. Bridget Harvey-Elliott asked if the balance from the endowments will be available by March. Steve Yannicelli expressed concern about the loss of the endowment interest and asked if it could be reinvested. Bob expressed how difficult it would be to add sensory income to the budget. Dee Larkin asked if we are offering just sensory evaluation or also chemical analysis. Annette Besnilian mentioned that chemistry department is collaborating with the MMC for food analysis and that both paid services will be offered. Steve Yannicelli suggested the MMC be cautious about the analytical portion, and that panel labels have to be right on. Eric Sletten asked if the Matador Marmalade will go through the analytical process. It was mentioned that the Matador Marmalade is currently being produced in a facility that is licensed and obtains a health permit. Annette Besnilian asked to add $1000 to the Compusense budget. Motion seconded by Steve Yannicelli.

5.1c Annette Besnilian explained that the Foundation statements are being released on a quarterly basis and that the next update will be available in the latter part of October 2016.
5.2 **Assessment Committee** – Karmen Ovsepyan discussed the updated dashboard with the members. She stated that the center is doing well and that all goals have been met for the year. Steve Yannicelli asked that we add the number of participants from ServSafe and Sensory evaluation to the dashboard goals. Dee Larkin asked how the Peer Nutrition counseling and the MMC RD counselings were different. It was mentioned that the Peer Nutrition Counseling was for campus students only and that the MMC RD counseling sessions were for community members. Elizabeth Sussman provided an overview of the new master’s degree in Human Nutrition to the board, and informed everyone that it is still in the process of being edited.

6.1 **Center Ongoing Projects/Programs**

**MMC Internship Program** - The MMC Interns have participated in various on and off campus projects throughout the year. This year was the first time the internship was conducted over summer. Updates on these items were provided in the consent agenda.

7 **New and Upcoming programs/Projects**

7.1 **MMC 25th Anniversary Planning** –

7.1a **Sponsor & Event Information**.

Annette Besnilian explained how there is an 18,000 alumni list which was used and updated for staff trained students to make calls in the evenings. Calls were also made to community organizations for invitations/sponsorships to the 25th Anniversary event. Sponsorship forms were introduced and handed out for members to invite colleagues. SoCal Gas will be assisting with acquiring new equipment. Kaiser sponsored our 25th Anniversary.

7.2 **Educational Theater** – Annette Besnilian explained that we will have a mini-showcase of the theater piece being developed on eating disorders, to be debuted at the 25th Anniversary.

7.3 **Remodeling of the Frances Thieriot laboratory & Center Construction** – Karmen Ovsepyan said that construction is almost done and shall be completed a week before the 25th Anniversary Event. Will soon be installing an interactive TV screen outside of the main entrance that will display the new 25 Tasty Videos created by the MMC.

7.4 **Christine H. Smith Endowment** – Annette Besnilian informed everyone that the Magaram Center received funding from the Christine H. Smith Endowment to acknowledge the scholarship recipient at the 25th Anniversary Celebration.
7.5 MMC Internship Program - New and Upcoming
7.5a Calahan Elementary in Honor of Christine Smith - Annette Besnilian said there may be a site visit of the garden on September 12th.
7.5b Lab School - In the process of coordinating this internship.
7.5c Peer to Peer at Geronimos - collaborating with CSUN Dinning to provide nutrition information to students on campus.
7.5d Social Media and Marketing - Working on increasing promotion of MMC.
7.5e Summer Sports Nutrition - up and coming new internship program for summer 2017.

7.6 MMC Food Science Internships
7.6a Compusense/ Sensory Lab - Cassie Berger has been working diligently with the Food Science Interns to create protocols and get the sensory lab working.
7.6b Matador Marmalade- MMC collected oranges from the CSUN Orange Grove and took them to E. Waldo Ward & Sons a Gourmet Food Establishment to make our famous Matador Marmalade.
7.6c Spicy Matador - Annette Besnilian mentioned that the Dietetic Interns are writing a business plan with the goal of entering the plan into the CSUN Bull Ring competition.

7.7 Local Roots - Hydroponic Product Analysis - Karmen Ovsepyan said that a demonstration will be offered on the day of the 25th Anniversary Event.

7.8 Utopia - Visited the site for a possible collaboration.

7.9 Diabetes Education Workshop/ CLIMB/ Nursing Dept. - Working with Nursing department to create a diabetes education series.

7.10 Athletics Partnership and Research - continuing to build our relationship with athletics department and working on ongoing research.

7.11 Collaboration with CSULB and NIH BUILD - Annette Besnilian said that the MMC collaborated with CSULB on a poster presentation on the Taste of Good Health research conducted this summer.

7.12 Collaboration with USC

7.13 Gardening Project at CSUN - The MMC Wellness Garden has been created in Sequoia Hall’s courtyard.
7.14 Let’s Grow Healthy in Schools
7.15 MMC Wellness Cookbook - Karmen Ovsepyan introduced the idea of the MMC Wellness Kitchen Cookbook to the board, and it was agreed that a cookbook would be available for the next advisory board meeting.
7.16 Summer cooking camp with kids
7.17 Nutrition Counseling for the Community
7.19 Feeding Clinic
7.19 Diabetes Expo (VCCC) - November 12
7.20 San Fernando Fitness Zone & 5k (Oct 8)  
7.21 Microbial to Global: Marsha Walker on Why Breastfeeding Matters (August 20, 2016)  
7.22 Breastfeeding LA Conference  
7.23 MMC Visibility and Marketing of MMC  
    7.23a Website, Genesis, Food Prodigy, eMarket, Facebook, Instagram & Linkedin – These are promotional opportunities for MMC.  
    7.23b MMC Wellness Recipes Videos – Karmen Ovsepyan explained these videos and stated that they will be introduced on the day of the event and will also be available to view on the MMC webpage. These recipes are being compiled into the MMC Wellness Kitchen Cookbook.  
7.24 Lactation & Community Space in Sequoia Hall 291 – Annette Besnilian mentioned that the Health Assess Office will soon include a lactation area, sharing space with Bod Pod area.  

8.0 Research Programs/ Grants – Annette Besnilian stated that the MMC hosted a research student from Brazil over summer.  
8.1 Whole Kids Foundation Grant ($2,000)  
8.2 WIC NEVHC grant contract ($60,000)  
8.3 NIH BUILD PODER Grant Mentor/ Mentee research  
8.4 USDA HIS ($250,000)  
8.5 MMC Research Lab  
8.6 Cooking Matters- Grocery Tour Grant ($3,040)  
8.7 BUILD PODER Grant- Equipment Request ($5,300)  
8.8 Clinton Foundation Initiative/ Resolution Project Neighborhood Partners in Action  
8.9 UCLA Kaiser – Let’s Grow Healthy ($5,000)  
8.10 IRA – Spicy Matador ($2,700)  
8.11 Kaiser Permanente Panorama City Grant Inquiry Project Title: Let’s Cook and Move and Grow Healthy Foods in Schools ($13,000)  
8.12 CQF – Matador Garden ($69,610)  
8.13 CQF – Student Nutrition and Cooking Knowledge ($35,150)  
8.14 CQF - Enhance Performance through Nutritional Assessment Service to the CSUN Student-Athletes and CSUN Community ($43,310)  
8.15 Drown Foundation ($250,000)  
8.16 Champions For Change – Healthy Communities Initiative ($900,000)  
8.17 Dignity Health – Lets Grow Healthy in Schools ($50,000)
9.0 **New Business**

9.0a MMC Faculty Research Grant ($5,000) Extended – Annette Besnilian described the faculty research grant, saying that historically it has only been offered to Nutrition and Food Science Faculty but is currently being opened to all FCS faculty for now to increase participation.

10.0 **Adjournment:** MSP – Audrey Clark, Ellen Bauersfeld, 11:08am