Marilyn Magaram Center Advisory Board Meeting Minutes
Wednesday, October 17, 2018
2:00 p.m. to 3:00 p.m.

Members present: Joy Ahrens, Steve Baldwin, David Boyns, Nelida Duran, Bridget Harvey-Elliott, Anthony Ortiz-Luis, Steven Yannicelli

Members absent: Ellen Bauersfeld, Ivan Guillory, Eric Sletten, Kipp Stroden, Tom White

Staff/Interns: Annette Besnilian, Karmen Ovsepyan, Lisa Kim, Julie Jordan, April Diederich, Alejandra Perez

I. Call Meeting to Order
   The meeting was called to order by Harvey-Elliott at 2:01 p.m.
   - Welcome & Announcements
   - Ovsepyan discussed current and upcoming events for Fall 2018; Boyns gave an update on ICHW/MMC/C4C's participation in the Reseda Art Walk; Kim discussed the MMC's involvement in CSUN's 60th Anniversary Grand Reunion.

II. Approval of Agenda & Minutes
   Ahrens moved to approve the meeting agenda and Yannicelli seconded the motion. Duran moved to approve the minutes from our last meeting and Ahrens seconded the motion.

III. Director's Report
   Besnilian read over her report. Please refer to her most recent Director's Report on the MMC website for details.

IV. Updates & Discussion
   a. Financial & Annual Update
      Besnilian stated that the Center's annual report was submitted to the Dean's office and approved for posting on the University's website. Ovsepyan discussed the updated Dashboard, stating that the Center continues to meet or exceed its goals in all areas. Please refer to the most recent Program of Work Dashboard for details.
   b. Assessment Committee Report
      - Harvey-Elliott reported that the committee met to review the Dashboard and update/change the goals to make it more clear and understandable, specifically relating to Viability & Visibility and Scholarly Projects.
- Yannicelli stated that the Center continues to exceed its goals. He raised the question about the Sensory Lab and whether we are charging for this service. Besnilian discussed the cost analysis pilot and that we have been working on a contract template with the College and University as well as developing different pricing options for sensory analysis. Yannicelli stated that it should be captured on the Dashboard by the number of projects/people served. Ovsepyan suggested piloting this year and adding to the next Dashboard, so this area will be reviewed by the Assessment Committee.

c. Research & Education
Duran provided an update about student and faculty research grants and discussed the Valley Food Environment study and nutrigenomics study.

d. MMC Internship Updates
- Diederich gave an update on MMC internships. We currently have 54 interns with a good variety in our student base including graduate, culinary, and public health students. The program was changed from a semester program to a year-long program and some internships have been condensed to bring more structure. We also have a new “Nutrition Justice” internship this year involving FRN, WIC and the CSUN Food Pantry to address food insecurity. All interns are completing Professional Development to conduct self-assessment, strengthen skill sets, and create individualized goals.
- Yanicelli mentioned the importance of teaching interns critical thinking skills and using evidenced-based research to critique written materials.

e. MMC Projects & Programs
- Ahrens provided an update on the WIC program at CSUN. She is working with Besnilian to obtain information on CSUN students in an effort to open a new satellite office in January and is waiting for approval from the State.
- Perez gave an update on the Let’s Eat Healthy and Let’s Cook, Move and Grow parent education classes being conducted at elementary schools in English and Spanish, including Let’s Grow Healthy garden education classes. MyPlate! the New Food Guide Musical is also scheduled to begin rehearsals on October 24th.
- Ovsepyan provided an update on other upcoming programs/projects such as geriatric nutrition and diabetes management workshops at the Center of Achievement, Whole Body, Whole Health workshops in collaboration with the Jennifer.
Diamond Cancer Foundation, “Spice Up Your Life” HR workshop series, and Diabetes Prevention (CDC)/Diabetes Management (ADA) Accreditation.

f. Other
Besnilian reported that ABC7 news covered a story on October 17th about parent and student involvement in the Canoga Park area as part of the Champions for Change program. The story is scheduled to air on October 25th.

V. New Business
a. 2019 Donor Event & Donor Wall Update
We are planning a donor appreciation event in the spring to include the unveiling of a new donor wall, which will be a Legacy Wall to include donors from the MMC’s 25th Anniversary.

b. MMC Contracts
- Yannicelli provided an update on the 16-week Nutricia “Grow-In” infant formula study and contract with the MMC for multiple diet analyses. In addition, he stated that a new project would be in the works soon.
- Besnilian discussed a contract in development with Nissin for continued market research/sensory evaluation in the Thieriot Lab.

c. MMC Marketing Strategies
Diederich reported that we have made 39 blog posts on the Nutrition Experts website and are setting goals to increase traffic to this site as well as to our Services + Products. Over one year our website users have increased 122%.

d. International
Besnilian reported about her presentation on nutrition and public health at the American University in Armenia (AUA) in July and the potential collaboration for research/internships as well as an international exchange program.

VI. Adjournment
a. Future meetings: December 2018
Yanicelli moved to adjourn the meeting and Baldwin seconded the motion. The meeting was adjourned at 3:06 p.m.