

Santa Rosa Junior College

Program Resource Planning Process

Culinary Arts 2017

1.1a Mission

The mission of the Culinary Arts Department is to provide the highest quality training and education for students seeking entry level positions in the hospitality industry. The training emphasizes local, seasonal, and artisan cooking, understanding the connection between food - including wine, health and the environment, and proven sustainable business practices.

1.1b Mission Alignment

The Culinary Arts Department mission matches the College's goals by offering knowledge and state-of-art skills training and improvement in one of the most important Career and Technical Educational fields in Sonoma County and the greater Bay region. In addition to offering five certificates and two AA degrees, the department offers a wide range of ethnic & specialty cooking courses with many available to the community at large as well as to the students in the certificate programs. The faculty in the Department are representative of the cultural and occupational diversity of the students who are enrolled in the courses. The Department works collaboratively with many other departments within SRJC such as ESL, College Skills, Disability Resources Department, and Agriculture and Natural Resources. A strong link between Shone Farm and Culinary Arts provides the "Farm to Table" experience for students. The Department is a leader in educating, training, services, and economic development for the Hospitality Industry within the Northern Bay Area community.

Alignment with the Santa Rosa Junior College's Mission

The Culinary Arts Department continues to make contributions that serve the college and students that are aligned with the stated missions of Santa Rosa Junior College:

I. Focus on student learning by preparing students for transfer; by providing responsive career and technical education; and by improving students' foundational skills.

- The Department operates a very visible and successful student-run training lab and business, The Culinary Café and Bakery. This lab is integrated into the program and features students in key roles of production, service, and station management allowing them to gain experience in an ongoing business while still within the confines of curriculum and under the watchful eye of instructors. The Café exposes and promotes our

programs to the general public while providing education for the students and serving the community. The restaurant and bakery feature local and seasonal offerings including those from Shone Farm. All items offered for sale in the Café and Bakery are produced on-site by students.

- The Department operates The Culinary Career Center connecting students, alumni and grads with over 400 Northern California employers. In addition to employment opportunities, the Center is also a resource to individuals, businesses and non-profit organizations seeking assistance at special events – parties, fundraisers and festivals. The culinary student participates in “experiential learning” and the community member gains a direct connection to our program and our students.
- The Department participates in a number of outside events with the students including: The Taste of Sonoma, the Women’s History Month Luncheon, the Sonoma County Harvest Fair, Shone Farm Fall Festival, Sonoma Harvest Wine Auction, the Steel Sommelier Challenge, Day Under the Oaks, and in 2015 the SRJC Wine Classic was added to the rotation.

II. Multi-campus coordination:

The Department offers classes at three locations in the District:

The B. Robert Burdo Culinary Arts Center on the main Santa Rosa campus, the Petaluma Campus, and the Dutton Pavilion at Shone Farm.

The Department typically offers a single section of Sanitation and Safety at the Petaluma Campus.

III. Institutional Planning:

The Culinary Department is a high profile and successful CTE program being run with limited staffing. The Department would like to see more consistent linkage between district budgeting and resource allocation within the planning process.

IV. Accreditation

The Department successfully managed to complete the 2011 PRPP process in convergence. The Department completed 100% of its course SLO's in May 2011. The Department continues to actively assess SLO's.

V. SLO's and Assessment:

The Department has developed program level SLO's for both of the 18+ unit certificates as well as for two degree majors. Assessment-based rubrics are integrated into all certificate courses in the department. The fulltime faculty are all actively engaged in SLO assessment, as are the majority of adjunct faculty.

VI. Basic Skills

The Department incorporates basic skills into all of the classes taught in the certificate programs. In addition, the department continually coordinates with the College Skills department in offering a Culinary Math course, embedding basic math and English skills into every culinary class, with ESL in offering a Vocational ESL course for Culinary Arts. We continue to research grant proposals and apply for Basic Skills Initiative funding in order to develop or improve courses that will directly address the basic skills needs of the culinary arts student.

VII. Enrollment Management & Retention

Culinary Arts has continued to grow and serve student needs programmatically over the last five years. If the current State budget allowed, the department could fill classes 7 days a week and 5 nights a week maximizing the space available in the new Culinary Arts Center and enabling the department to offer classes over a wide range of times and date to meet the scheduling challenges of a student population that frequently has to balance family, work, and school needs. The Culinary Department continues to have very high retention rates, well above the SRJC average. Student headcount reached an all-time high for the Department in Spring 2008 of 1513 but dropped to 927 in S2013 due to schedule reductions. With the rebuilding of sections the headcount has counced back to 1144 in Spring 2014 representing a 23% increase year to year. The Department had a high enrollment efficienct at 92% in Spring 2014 compared to the district average of 78%.

VIII. Integrated Environmental Planning:

The Culinary Arts Department has begun the process for development of a collaborative program of study with the Foods and Nutrition and Sustainable Agriculture Programs. The mission of our combined programmatic efforts is to improve the health and well-being of our students and the community through education and learning that promotes affordable, sustainable and nutritionally optimal food and food related choices.

The new Culinary Arts Center is now open since January 2012, although the building identified by the district to be the "Greenest" building that the District has built, the most progressive components of the building could not be included due to budget constriants.. At this point, the building still has numerous green technologies built in and has utilized extensive green building materials during construction.

The Department currently has joined forces with Shone Farm to deal with solid food waste through a composting program.

1.1c Description

Description: The Culinary Arts Department offers 5 CTE certificates, 2 AA degrees, and due to the California State budget crisis, Ethnic and Specialty Cooking classes were cut to the point where only 2-3 were being offered per semester. When the state budget crisis eased, the District allowed the Department to increase Ethnic and Specialty Cooking class sections beginning in 2013. In 2013, 14 sections of Ethnic and Specialty Cooking classes were offered; in 2014, this increased to 37. These classes are very popular and always well enrolled. In addition to class offerings, the Department runs the Culinary Café and Bakery at the Culinary Arts Center, and participates in numerous food and wine events.

The certificate programs and AA degrees attract a diverse group of students interested in careers in Food Service, Restaurants, Hotels, and Catering. The Ethnic and Specialty cooking classes serve members of the community interested in improving their personal cooking skills, and their health and wellness. These Ethnic and Specialty courses are also electives in the Culinary Major and are taken by many certificate and degree students. Many first time Culinary students take an Ethnic and Specialty class and eventually decide to go through one of the certificate programs. All of the classes in the programs emphasize eating locally, healthfully, and sustainably.

The Department has created and successfully launched the Culinary Career Center. The Center plays an important role in this CTE program by connecting job-seeking students, alumni, and grads to employers. To date, the Center has assisted more than 500 job seekers with finding employment at over 400 northern California employers.

In addition to the academic programs, the department provides a very visible face of the College to the community through the Culinary Café and Bakery.

1.1d Hours of Office Operation and Service by Location

Hours of Operation: The Culinary Arts Department currently holds classes at two locations:

- The B. Robert Burdo Culinary Arts Center
- The Dutton Pavilion at Shone Farm

The Department holds classes at the Culinary Arts Center Monday-Friday from 7:00 am-10:00 pm. The majority of these classes are part of the Culinary Arts, Baking and Pastry, Front House Operations, Dining Room Service, and Restaurant Management Certificates and Major programs. Additionally, on evenings and weekends, the Department offers Ethnic and Specialty cooking classes designed for the continuing professional, the general public and certificate students. This schedule is for the Fall, Spring and Summer semesters, with a slightly lighter course offering in the 8-week Summer semester.

The staffing at the Culinary Arts Center includes:

- 1, 100% Classified AAIII who works 8 hours per day, M-F (12 months. Partly paid from Café revenue.)
- 1, 100% Classified Culinary Operations Specialist who works 8 hours per day M-F (12 months)
- 1, 100% Classified Culinary Operations Specialist who works 8 hours per day M-F (11 months)
- 1, 45% Classified Heavy Cleaner who works 18 hours per week, M-T 6-9pm and W-F 4-8pm (Partly paid from Café revenue.)
- 1 STNC Counter Employee who works 25 hrs/week W-F 7am-4pm; 40 weeks per year (paid from Café revenue.)
- 1, STNC Cashier who works 6 hours per day W-F, 19.5 hrs/week, 40 weeks per year (Paid from Café revenue.)

There is currently no staff coverage for any of the numerous evening and weekend classes held in the Burdo Center.

The Department presently offers 1 Ethnic and Specialty class during the fall and spring semesters at the Shone Farm Dutton Pavilion. However, the department can no longer offer classes at this location until there is sufficient staff/janitorial support and an upgrade of the kitchen facilities to meet minimum Sonoma County Health Department standards-

The B. Robert Burdo Culinary Arts Center:

The Department holds the majority of classes at the Culinary Arts Center Monday-Friday from 7:00 am-10:00 pm. These classes are mostly part of the Culinary Arts, Baking and Pastry, Front House Operations, Dining Room Service and Restaurant Management Certificates and Majors programs. Additionally, on evenings and weekends, the Department offers Ethnic and Specialty cooking classes designed for the continuing professional and certificate student. The Culinary Café and Bakery operate in this location W-F, 8:00am until 2pm with days and hours of operation based on the college calendar. Over time, the Department intends to expand operations to include additional days and hours of operation as yet to be determined. The Department intends to expand the certificate offerings to include certificates in butchery, advanced culinary, vegetarian cooking, catering, bread baking, and confections. The staffing needs at the Burdo Culinary Arts Center include:

- New 50% STNC Administrative Assistant for the Career Center

1.2 Program/Unit Context and Environmental Scan

1. Program/Unit context and environmental scan: The short and intensive certificate programs in the department allow students to achieve certificates quickly and find employment while continuing their general education. Over the last academic year the Department has seen a decrease in the number of students working towards a Culinary Arts Major.

The Culinary Arts Department serves over 2,500 students annually. The Department has a successful course completion rate of 83.55%* compared to the district average of 72.6%. The Department awards one of the highest number of certificates* College-wide. *Source: SRJC Factbook

Student headcount reached an all-time high for the Department in Spring 2008 of 1,513 but dropped to 699 in AY15-16 due to schedule reductions. .

The interest in culinary careers continues to climb as does demand for our students.

The Department sees very few students transferring to 4-year schools because the focus of our programs is on workforce development. The private culinary schools (which used to attract our certificate-holders) charge \$45,000-75,000 for an education equivalent to SRJC's Culinary and Front House programs. SRJC faculty are fully confident that the programs at SRJC are as good or better than the private schools, and no longer advise students to consider that transfer option. The Department is committed to offering affordable training for students to get solid entry-level jobs at which they can quickly move up, and eventually hone their skills over the course of a career.

According to the National Restaurant Association: in 2013 eating establishments accounted for 1,475,100 jobs in California —10% of employment in the state. By 2023, eating establishments in California are projected to employ 1,615,600 people, a 9.5% job growth.

The Culinary Department's Career Center and its job-match program has become an indispensable leg of support in helping the Department's students get the jobs for which they are being trained. As ours is the only professional culinary program in Sonoma County, employers have welcomed this service and depend on it for staffing needs. Thanks to the commitment of the job-match coordinator, students and graduates are working in an increasing number of restaurants in the North Bay. In this way the Department is also better able to track student success. The Culinary Career Center has solidified the Department's reputation, and given employers a place to find the competent workforce they seek.

Permanent staffing is one of the Department's biggest priorities. Much of what has been planned in terms of future certificate growth, and interdepartmental collaboration is contingent on permanent staffing support.

The Department works cooperatively with six local High School Culinary Programs and has Career Pathways in place with most of these schools. The Department articulates its programs,

hosts tours for the high school culinary teachers, and hosts informational luncheons for middle school and high school students. Culinary has implemented credit-by-exam for one of the prerequisite lecture courses – Sanitation and Safety - and the Knife Skills course.

The local food, wine, and tourism industries continue to expand through the economy's recovery. According to the Sonoma County Board of Supervisors, "The tourism and hospitality sector was the basis and the backbone of our recovery after the economic downturn in 2008. This sector employs 17,000 workers and annually provides about \$80 million in tax revenue to local government."

Northern California is at the center of the national "locavore" food movement. Sonoma County is the home of over two dozen organizations involved in the promotion of growing, purchasing, cooking and eating local, healthy, sustainable foods (<http://www.igrowsonoma.org>). This movement has provided impetus to expand sustainable farming practices which helps the local economy and supplies the fresh foods to the restaurant industry as well as the local farmer's markets. "Buying into the Local Food Movement," a consumer study conducted by global management consulting firm A. T. Kearney, assessed how shoppers make decisions about buying local versus non-local food. Results showed that local food is a trend that consumers have embraced and that a strong majority of U.S. consumers will pay a premium to buy local foods; 30 percent say they will take their business elsewhere if a business doesn't offer them. With the move of the Culinary department to the Ag/Natural Resources cluster, we are in step with this growing trend. As the interest in sustainably produced local food grows, the interest in cooking and healthy eating will continue to grow. This growth will continue to keep the Department's enrollments high and demand for new courses even higher.

The Department was shifted from The Business and Professional Studies cluster in January 2013 and is now under Agriculture, Natural Resources, and Culinary Arts Cluster. The Department has been excited by the possibilities for future collaborations with the Ag department .

One of the difficulties the department faces is finding adjunct instructor candidates who have years of industry-related experience yet also possesses the formal education to meet the minimum qualifications. The last interview for the adjunct pool was Fall 2013. This resulted in the approval of three (3) candidates, but two (2) were subsequently rejected for failing to meet minimum academic qualifications. We are currently still in need of at least one (1) more adjunct.

2. Does the program have adequate contract and adjunct faculty to support its needs? The department currently has 10 adjunct faculty. The Department currently has five contract faculty. Considering the growth of the department, the addition of classes/sections, instructional staffing continues to be dangerously low.

These goals of interdepartmental collaboration, program expansion, business expansion, and educational environmental leadership, are only possible with a commitment of necessary resources.

3. If release time, sabbaticals, and/or medical leaves are impacting your need for faculty, please explain.

The Culinary Arts Department Chair reassigned time takes one of the three full-time faculty out of the classroom for a necessary 58% reassigned time, much of which is used to oversee the retail operations, building, and equipment.

One (1) faculty member is slated for sabbatical in Spring 2015, and another in Fall 2015. Given the particular demands of the Department and the business operations, it will be necessary to hire additional staff.

2.1a Budget Needs

2.1A

The Culinary Arts department manages two budgets: one from its café and bakery operational revenue and one from the District. The courses taught in the Culinary Arts department are very lab-intensive and have extensive consumable supplies and equipment costs. The Department's non-personnel costs of \$333,182 are among the highest of any academic and/or CTE program. These costs include fee-based supplies such as food, which is extremely perishable and subject to market fluctuations.

As an equipment-intensive CTE program, necessary maintenance and repairs happen on an ongoing basis. Heavy student use of instructional equipment requires that the equipment meet regular preventative maintenance deadlines and schedules to prevent premature failures. Regular maintenance and repair is paramount for student safety and properly functioning equipment is vital for meeting Program SLOs. Presently the 2016/17 Culinary Arts Department District budget for equipment repair is \$6942. This budget increase from last fiscal year was made possible only by moving funds around within the Department's previously established District budget. However, this just decreased available funds in our other budget areas. With 3 months remaining in the 2016/17 fiscal year, the Department has already spent *\$19,128 on equipment repairs and maintenance. The budget shortfall means the Department has to find funds from its other impacted budget accounts to cover instructional equipment repair and maintenance. This, taken with the unpredictability of class enrollment and size, makes it very difficult for the Department to accurately predict the budgets in this area and to cover fiduciary responsibilities that rightly should be covered by the District. The Department is hopeful that the College will consider an increase to the equipment repair and maintenance budget sufficient enough to cover actual equipment repair and maintenance.

*The \$19,128 includes \$6,165 equipment repair and maintenance costs which has depleted this budget and \$12,963 wages and benefits for a 45% Classified employee (\$12,963 paid from café operating account) whose job is solely to maintain equipment.

The cost of food has risen tremendously over the past two years. Course fees have been increased to partially address these additional costs. However, the District supply budget needs to be augmented annually in order to balance continued rising food costs.

The Department is hopeful that the College will consider an annual budget increase in the supplies budget in line with the Consumer Price Index and to increase the equipment repair and maintenance budget sufficient enough to cover actual equipment repair and maintenance. Without some augmentation to correct these serious budget shortfalls, it will be difficult or impossible for the Department to meet Program SLOs

The Copy Center on Campus does not currently service any buildings "off campus" since their delivery vehicle isn't "road approved." Deliveries are made by the Warehouse. We request an increase in our copy budget so that we can utilize the department's copier more which will offset the delivery problem.

The current budget allows only for maintaining the status quo and does not allow enough resources to expand, grow and market the program. A serious review of costs and budgets is overdue and we require an increase in several categories to maintain our ability to meet program and course level SLOs.

2.1b Budget Requests

Rank	Location	SP	M	Amount	Brief Rationale
0001	Santa Rosa	06	01	\$35,000.00	Requesting that the District pay 100% the salaries of District staff required for efficient operation of the Department. Currently this is covered by our Café operating budget, not the District.
0002	Santa Rosa	01	07	\$25,000.00	Increase needed to help cover the continual rise in food and supplies costs. Some of these costs are offset by increased fees. However, enrollment efficiency is affected when fees are raised too high.
0003	ALL	01	01	\$0.00	
0004	Santa Rosa	01	07	\$0.00	
0006	Santa Rosa	08	07	\$2,500.00	Increase copy budget since the Copy Center on campus doesn't service the Burdo building.
0007	Santa Rosa	01	01	\$1,000.00	Graphics and supply budgets were cut in 2003 and have never been restored. This is the amount that the Department is typically over-budget in spite of moving to readers and using file depot.
0008	Santa Rosa	01	01	\$1,000.00	Restore guest speaker budget to program to support student learning.
0009	Santa Rosa	01	01	\$500.00	Restore book budget to program to support student learning.

2.2a Current Classified Positions

Position	Hr/Wk	Mo/Yr	Job Duties
Administrative Assistant III	40.00	12.00	Generates requisitions. Creates purchase orders, monitors class and department budgets. Balances Café deposits. Initiates transfers of expenditures and budget transfers. Tracks invoices. Generates schedule change forms, PAFs. Assists with web site. Supervises STNC employees. Assists chair with correspondence, meeting minutes, etc. **Partially paid by the Department**

Culinary Operations Specialist	40.00	11.00	Maintains kitchens, storerooms, laundry, supervises STNC and student workers, oversees cashier/barristas and the retail bakery. Also orders food, equipment and supplies. Inventories and stocks storerooms. Maintains labs, walk-ins and dry storage areas. Preps for several classes. Responsible for building maintenance requests.
Culinary Operations Specialist	40.00	12.00	Orders all food, equipment and supplies. Inventories and stocks storerooms. Tracks in-house product transfers between classes. Maintains labs, walk-ins and dry storage areas. Responsible for building maintenance requests. Supervises STNC and student workers.
Heavy Cleaner	18.00	12.00	Deep cleans and completes required routine maintenance for all hoods, ovens, stove tops, and drains at Culinary Arts Center. This position should be moved to Facilities. **Partially paid by the department**

2.2b Current Management/Confidential Positions

Position	Hr/Wk	Mo/Yr	Job Duties
----------	-------	-------	------------

2.2c Current STNC/Student Worker Positions

Position	Hr/Wk	Mo/Yr	Job Duties
STNC Counter Worker	24.00	10.00	Handles cash for the restaurant and bakery, serves customers and acts as department liaison to the public, manages the bakery case and counter sales, performs end of day cash accounting. This position is currently funded from the operating revenue of the Culinary Café and Bakery.
STNC Cashier/Counter Person	19.50	10.00	Handles cash from restaurant and bakery, serves the public. This position is currently funded by the operating revenue of the Culinary Café and Bakery.
STNC Lab Assistant	25.00	12.00	Supports the department by helping to maintain labs in the Culinary Center.

2.2d Adequacy and Effectiveness of Staffing

1. How do your program/unit staffing ratios compare to the district-wide range?

?? We are a CTE program and comparing our staffing to median District needs is moot.

2. Does the program have adequate classified, management, STNC staff, and student workers to support its needs?

No

3. Are current classified and management employees being used effectively?

Yes

2.2e Classified, STNC, Management Staffing Requests

Rank	Location	SP	M	Current Title	Proposed Title	Type
------	----------	----	---	---------------	----------------	------

0001	Santa Rosa	01	07	STNC Counter Worker 10 months	Counter Manager 50% 11 month (District paid)	Classified
0002	Santa Rosa	04	07	Heavy Cleaner	To be moved to Facilities (District paid)	Classified
0004	Santa Rosa	01	07	STNC Cashier 10 months	Lead Cashier 50% 11 month (District paid)	Classified

2.3a Current Contract Faculty Positions

Position	Description
Faculty	Chef Instructor, Culinary Generalist (1).
Faculty	Chef Instructor, Culinary and Baking Generalist (3).
Faculty	Instructor Front House and Restaurant Management Specialist (1).

2.3b Full-Time and Part-Time Ratios

Discipline	FTEF Reg	% Reg Load	FTEF Adj	% Adj Load	Description
Culinary Arts	4.3000	56.0000	3.3600	44.0000	<p>The Culinary Arts department currently receives 61% chair reassign time which is split between several fulltime faculty members along with the chair.</p> <p>The Department is still below the mandated 75/25 ratio as set by the State.</p>

2.3c Faculty Within Retirement Range

We anticipate two retirements in the next three years.

1- under 50

4 - 55-65

2.3d Analysis of Faculty Staffing Needs and Rationale to Support Requests

1. How difficult is it to recruit in this discipline? When was the last time you interviewed for the adjunct pool in each discipline?

The greatest difficulty the Department faces is finding a candidate who has sufficient years of industry-related experience yet also possesses the formal education to meet the minimum qualifications. The last interview for the adjunct pool was Fall of 2016. This resulted in the approval of 2 (2) candidates and two (2) were initially rejected for failing to meet minimum academic qualifications. After a long process involving the Department Chair, the AFA and the Academic Senate, the minimum qualifications for CTE programs and Culinary in particular have been reviewed and corrected. Unfortunately the remaining candidates dropped before closure of the process. We are currently still in need of at least two (2) more adjuncts.

The hiring process itself is daunting and discourages excellent and qualified candidates. The process takes way too long (at least 6 months) and many candidates needing to work find employment elsewhere. Additionally, once the prospective candidates understand that acceptance doesn't equate to assignments, candidates may withdraw or not apply at all. The hiring process for CTE programs should be seriously reviewed.

2. Does the program have adequate contract and adjunct faculty to support its needs?

No.

The Department currently has 5 contract and 9 adjunct faculty. This level of staffing allows us to simply maintain the status quo and doesn't allow for expansion of course offerings, implementation of new certificates, and is so low that having substitutes for ill or absent instructors is a major challenge.

The Department has long range plans to increase the Café and Bakery businesses by at least doubling the hours of operation to include evening and weekend openings but this cannot be accomplished with the current staffing structure. We have plans to add several more certificate offerings in order to be able to accommodate current and returning students and to respond to our industry's needs. These certificates include: Catering, Vegetarian, Cake Decorating, Chocolate Technique, Butchery, Bread, and Garde Manger. We do not currently have the instructional staff to implement these certificates.

In alignment with the College's stated commitment to pursue Green initiatives, we also intend to increase our collaboration with Sustainable Ag, Shone Farm, and the local farming community. The Culinary Department is in a unique position to support issues of sustainability concerning the current food system. The College's location in an agricultural county and a gastronomic hub gives us an important platform and a unique opportunity for leadership within the larger AG and Hospitality industry. .

We are working closely with ESL with a *Culinary for ESL* program that is a great pathway for non-English speakers to enter into the program and ultimately into the workforce. The Culinary Arts Center is a showpiece of the College and of Sonoma County. The program has a very public face and a leadership role in a county that celebrates food and wine, both culturally and economically, and has the ability to add to the College's already solid reputation in a very unique and lasting way. Ensuring adequate qualified staffing is essential to achieving this goal.

These goals of interdepartmental collaboration, program expansion, business expansion, and educational environmental leadership are only possible with a commitment of necessary resources that includes knowledgeable and diverse instruction at its core. The business expansion, which will generate operational revenue, will require 1-2 additional full-time culinary faculty within three (3) years.

3. If release time, sabbaticals, and/or medical leaves are impacting your need for faculty, please explain.

We currently have 1 full time Classified Lab Assistant on medical leave. We do not have adequate instructional coverage to accommodate sabbaticals or extended leaves.

2.3e Faculty Staffing Requests

Rank	Location	SP	M	Discipline	SLO Assessment Rationale
0001	Santa Rosa	01	01	Culinary Arts	Additional Contract Faculty needed to expand program in accordance with changes in the hospitality industry as requested by our Advisory Committee.
0002	Santa Rosa	01	01	Culinary Arts	Additional Adjunct faculty necessary to meet SLO requirements for the Culinary Arts program and to meet teaching load requirements without scheduling instructors to teach close to the 67% maximum.

2.4b Rationale for Instructional and Non-Instructional Equipment, Technology, and Software

Equipment adequacy:

- Display service ware (platters etc) is needed as instructional equipment for Garde Manger, Plating Class, and to display the baked goods in the retail bakery.

- Various pieces of equipment are near or at the end of their useful service life and will need to be replaced. These are all large pieces that can cost up to \$40k (convection ovens).

- Whiteboard for all lecture areas. The ones that were built in 4912, 5020 and 5021 are too small and poorly placed to be effective. Additionally, the whiteboards are stained and impossible to clean, and the one in 5021 won't stay open without a prop. Facilities has been notified but no solutions have been found. There is also need for instructional whiteboards in all kitchen labs and the dining room, since the latter is frequently used as a lecture room.

- Portable media projector needed for use in the workroom and in the dining room (this room often used as a classroom).

- Patio furniture is needed to operate the Patio at the Culinary Cafe. This operation will potentially dramatically increase revenue. This furniture cost was part of the Culinary Center budget but was not purchased before the Dean of Facilities closed out the project budget. So, the department is left with a lovely patio, a BBQ cooking area and a Pizza oven with no way to actually utilize this equipment. Completion of this area aids in meeting programmatic SLOs for culinary.

- A media projector is needed in the dining room and for off-site presentations.

- Utility carts are needed to replace worn out carts used to transport food, equipment, and supplies throughout the two story Culinary Center.

- The patio sales cart is needed for outdoor sales at the Culinary Center.

- A Food Trailer is an obvious addition to the Department and is something our Advisory Committee recommends. The Truck will be used to support current instruction and the future Catering certificate. The truck will also support the Department as a revenue generating piece of equipment.

- Additional requests forthcoming as we work with our industry partners and remain responsive to their needs as they relate to the needs of our students.

2.4c Instructional Equipment and Software Requests

Rank	Location	SP	M	Item Description	Qty	Cost Each	Total Cost	Requestor	Room/Space	Contact
0001	Santa Rosa	01	01	Under counter refrigeration	5	\$3,000.00	\$15,000.00	James Cason	Burdo Culinary Arts Center	James Cason
0002	Santa Rosa	01	01	Silverware	1	\$5,000.00	\$5,000.00	James Cason		James Cason
0003	Santa Rosa	01	01	Glassware	1	\$5,000.00	\$5,000.00	James Cason		James Cason
0004	Santa Rosa	01	01	Heat Lamps for Cafe service	6	\$5,200.00	\$4,000.00	James Cason	Burdo Culinary Arts Center	James Cason
0005	Santa Rosa	01	01	Blodgett Double-Stack Convection Oven	1	\$30,000.00	\$30,000.00	James Cason	Burdo Cuinary Arts Center	James Cason
0006	Santa Rosa	01	01	Point of Sale System	1	\$7,500.00	\$4,500.00	James Cason	Burdo Culinary Arts Center	James Cason
0007	Santa Rosa	01	01	Paco-Jet Canisters	1	\$1,200.00	\$1,200.00	James Cason		James Cason
0008	Santa Rosa	02	01	Matfer Bourgeat Double Guitar Candy Slicer	1	\$1,400.00	\$1,400.00	James Cason	Burdo Culinary Center	James Cason
0009	Santa Rosa	02	01	Matfer Bourgeat Trolley for Guitar Candy Slicer	1	\$1,500.00	\$1,500.00	James Cason	Burdo Culinary Center	James Cason
0009	Santa Rosa	01	01	Bread Slicer and Trolley	1	\$8,000.00	\$8,000.00	James Cason		James Cason
0010	Santa Rosa	02	01	Replacement Plates	1	\$10,000.00	\$10,000.00	James Cason	Burdo Culinary Center	James Cason
0011	Santa Rosa	01	01	Flat Projection Screen for Production Baking	1	\$5,000.00	\$5,000.00	James Cason		James Cason
0011	Santa Rosa	01	01	Salamander	1	\$5,500.00	\$3,500.00	James Cason		James Cason
0012	Santa Rosa	01	01	Hot Holding and Proofing Cabinet	2	\$4,500.00	\$9,000.00	James Cason	Burdo Culinary Arts Center	James Cason
0013	Santa Rosa	01	01	84" Smartboard	1	\$10,000.00	\$10,000.00	James Cason	Burdo Culinary Arts Center	James Cason`
0014	Santa Rosa	01	01	Dough Cutter attachments	2	\$600.00	\$1,200.00	James Cason	Production Bakery	James Cason
0016	Santa Rosa	01	01	Full-size electric smoker	1	\$12,000.00	\$12,000.00	James Cason		James Cason
0017	Santa Rosa	01	01	Demo mirror	1	\$2,000.00	\$2,000.00	James Cason		James Cason
0018	Santa Rosa	01	01	Espresso Machine	1	\$6,500.00	\$6,500.00	James Cason		James Cason
0019	Santa Rosa	01	01	Refrigerated Display Case for Retail Bakery	1	\$4,000.00	\$4,000.00	James Cason		James Cason
0021	Santa Rosa	01	01	Blodgett Gas Double Pizza Oven	1	\$30,000.00	\$30,000.00	James Cason	Burdo Culinary Arts Center	James Cason
0022	Santa Rosa	01	01	Food Truck	1	\$100,000.00	\$100,000.00	James Cason		James Cason
0023	Santa Rosa	04	01	Wine Preservation System	1	\$7,000.00	\$7,000.00	James Cason	Burdo Culinary Center	James Cason

2.4d Non-Instructional Equipment, Software, and Technology Requests

Rank	Location	SP	M	Item Description	Qty	Cost Each	Total Cost	Requestor	Room/Space	Contact
0001	Santa Rosa	05	07	Commercial Clothes Washer, Miele	1	\$8,000.00	\$8,000.00	James Cason	Landry	James Cason
0002	Santa Rosa	04	01	Portable Classroom whiteboards	4	\$300.00	\$1,200.00	Michael Salinger	Burdo Culinary Arts Center	Michael Salinger

0003	Santa Rosa	00	00	Utility carts	3	\$250.00	\$750.00	Michael Salinger	Burdo Culinary Arts Center	Michael Salinger
0004	Santa Rosa	04	01		0	\$0.00	\$0.00		Burdo Culinary Arts Center	
0006	Santa Rosa	00	00	Amplifier for audio/paging system	1	\$1,500.00	\$1,500.00	Michael Salinger	Burdo Culinary Arts Center	Michael Salinger
0007	Santa Rosa	00	00	Movable room divider screens	6	\$200.00	\$1,200.00	M. Salinger	Burdo	M. Salinger
0008	Santa Rosa	00	00	Media projector	1	\$1,000.00	\$1,000.00	M. Salinger	Burdo	M. Salinger
0009	Santa Rosa	00	00	Patio sales cart	1	\$1,200.00	\$1,200.00	Michael Salinger	Burdo Culinary Arts Center	Michael Salinger
0010	Santa Rosa	05	03	Composter	1	\$40,000.00	\$40,000.00	James Cason	Burdo	James Cason
0011	Santa Rosa	04	07	10x20 Pop-up shade	1	\$500.00	\$500.00	James Cason	Burdo Culinary Arts Center	James Cason
0012	Santa Rosa	00	00		0	\$0.00	\$0.00		Burdo retail Bakery	

2.5a Minor Facilities Requests

Rank	Location	SP	M	Time Frame	Building	Room Number	Est. Cost	Description
0001	Santa Rosa	04	07	Urgent	Burdo		\$0.00	Osmosis water filtering system for the entire building. Already hard water is causing premature failures of equipment and valves that are less than 3 years old.
0002	Santa Rosa	00	00	Urgent	Burdo Culinary Arts Center	Ice Cream/Chocolate room	\$0.00	This room was to have been suitable for the production of ice cream and the working of chocolate. These tasks required temperature and humidity controls. Additionally, this room has failed to meet State Dairy inspector requirements and as a result, the Program is not allowed to make any egg-based ice cream. This room needs to be brought up to State standards so that the students in this program are able to practice the skills required by the curriculum.
0003	Santa Rosa	05	07	Urgent	Burdo	Laundry	\$0.00	Installation of dryer vent to outdoors
0004	Santa Rosa	04	01	Urgent	Burdo	Outside patio	\$0.00	Lighting for the outside patio, specifically to illuminate the area around the wood-burning oven.
0005	Santa Rosa	00	00	Urgent	Burdo Culinary Arts Center	Teaching Kitchen #1	\$0.00	The floor drain at the steam kettle in this room was incorrectly constructed resulting in hot liquid spilling onto floor; this condition is a safety concern.
0006	Santa Rosa	00	00	Urgent	Burdo Culinary Arts Center	Office workroom	\$0.00	The workroom in the office area was constructed without a door making use of this room for private meetings impossible. Doors need to be installed at this location.
0007	Santa Rosa	00	00	Urgent	Burdo Culinary Arts Center	Burdo 4912	\$0.00	The window to the outside needs screening to hide unattractive mechanical equipment. This room is used as a dining room and the view out this window is embarrassing.
0008	Santa Rosa	01	01	1 Year	Burdo Culinary Arts Center	Patio/BBQ Area	\$50,000.00	Health Dept. requires an enclosure for full outdoor food service. Department needs an enclosure built on the present site of the bike racks to utilize the outdoor area.
0009	Santa Rosa	00	00	Urgent	Burdo Culinary Arts Center	Patio/BBQ Area	\$0.00	Power outlets need to be installed around the patio area to allow for outdoor food sales and special events.

2.5b Analysis of Existing Facilities

There are numerous building related issues that have caused interruptions to the instructional programs in the Department; some of these are warranty issues while some are design or construction inadequacies/oversights:

- There are continuous and ongoing problems with the delivery of hot water to hand washing sinks. This is a violation of Sonoma County Health Code regulations and the Cafe can potentially be closed if a Major Violation is noted.
- The plumbing in all three sculleries continues to fall apart and deteriorate in spite of continued repairs.
- Entry and exit doors continuously need adjusting.
- The Ice Cream and Chocolate room were supposed to have been designed and built in compliance with all governing agencies. The failure to achieve these goals has left this room severely limited in its ability to meet program SLOs.
- There are no electrical outlets available to service the outdoor patio area. These need to be installed to allow for full use of this area.
- Many of the A/V Media systems are incomplete or need updating.
- The media controls for the demonstration kitchen are lacking adequate audio equipment to be fully operational, there is currently no way to record the video from the 4 HD cameras in the demonstration kitchen.
- Custodial support is inadequate.
- Security needs to be reevaluated and updated throughout the building.

The Culinary Department would like to make the Culinary Center as “Green” as possible. To this end, assistance is needed to plan and operate more efficient energy, water, recycling, and waste management systems. Composting is the number one goal.

There are continuing on-going unfinished construction issues with the facility. These corrections will help us operate more efficiently.

- Adjustment of the automated sinks to correct for temperature fluctuations.
- Installation of a building-wide water treatment system. The hard water coming into the building causes no end of problems to the complex plumbing and valving throughout the building.

Custodial Support:

The Culinary Center requires additional custodial support. With the Culinary Café and Bakery open, the building is very much in the public eye and the current level of custodial support has been inadequate since opening although with the recent addition of a regular Classified employee assigned to our building has helped greatly. The building is open to serve food to the public and MUST be maintained to a minimum level of cleanliness. We have not seen this level attained yet. The current staffing level and type assigned to the Culinary Center is minimally adequate to do the job.

3.1 Develop Financial Resources

Future Funding: n/a

- Ongoing departmental fundraising including the SRJC Wine Classic, various Sonoma County Vintner's Association events including the Iron Sommelier and Taste of Sonoma.

3.2 Serve our Diverse Communities

Recruitment/Diversity:

In a department of diverse faculty and staff, we are mindful of diversity in all aspects of our hiring practices. The department always includes interview questions regarding diversity and sensitivity issues.

Promotion of Diversity:

The Department offers a wide range of Ethnic & Specialty Cooking classes for the continuing professional as well as the community and continues to expand the curriculum to include courses that represent a wide range of cuisines from around the globe. Thirty ethnic cooking courses are on the department's list of approved courses.

Collaboration with the ESL department to outreach to our international student population including an ESL for Culinary class.

The full-time faculty members participate in diversity programs when offered by the College on PDA days, including the year-long SEED program.

3.3 Cultivate a Healthy Organization

- Hosted a workshop on sexual harassment. Attended by all faculty and staff, including STNC and adjunct instructors.
- Weekly staff meetings where all departmental issues are discussed and decided as a group.
- Regular full department meetings to keep everyone updated and to allow participation in departmental decisions.

3.4 Safety and Emergency Preparedness

Below listed are our Building and Area Safety Coordinators and their respective areas of responsibilities: Jim Cason (1st floor NW), Michael Salinger (1st floor SE), Jenny Anderson (2nd floor, NW) and Joann Sendejas (2nd floor SE).

Currently our training for preparedness is insufficient. Assigned dates and times for training very often conflict with teaching and building schedules. Wed-Fri when our café and bakery are open prohibits faculty and staff from attending training sessions.

3.5 Establish a Culture of Sustainability

3.5 Sustainable Practices

Describe the way(s) in which your department/program/unit contributes to SRJC's sustainable mission. For more information go to SRJC's Sustainability website "Sustainable SRJC" as www.santarosa.edu/sustainability.

We are training future employees and leaders in the shift toward a more sustainable food system. We teach our students to understand their roles in affecting the future of food and its relationship to cultural shifts, agriculture, the economy, and the environment.

In the new Culinary Arts Center, we are working toward a departmental goal of zero waste across all culinary classes.

Toward that end, we have an effective glass, plastic, paper, cardboard single-stream recycling program, and we recycle all used cooking oils. We are 100% organic in produce, flours, grains, and stock goods for certificate classes. We constantly strive to find affordable ways to increase our dedication to organic and local food sourcing and purchasing.

In collaboration with Sonoma Compost and also Shone Farm, we can finally say our facility is able to compost about 70% of kitchen scraps. Currently both systems will only allow for produce items, not including any citrus, egg shells or coffee grounds. With a bakery operation, we do produce a lot of egg shells, citrus and coffee ground waste. We continue to search for a source to compost 100% of these items.

Another option is to purchase a self-contained composting system, dependent on available, targeted funding. This item is listed elsewhere in the PRPP document (section 2.4d).

Although the Culinary Center is pictured on the College's sustainability website, the structure is not featured as an example of "green" building. The nature of culinary training is, in fact, extremely energy consumptive. Water and refrigeration use is exorbitant. The building's entire third floor, several large 2nd floor rooms, and the outdoor south side are all spaces dedicated to mechanical, technical, and water operations. Construction cost over-runs eliminated installation of a geothermal system. The infrastructure for this energy-saving system is, however, in place for the future, whenever funds needed become available to support its installation.

The Culinary Center parking lot offers another area for future proven energy savings with the installation of a covered solar panel structure.

In the short term, there are several on-going post construction glitches that can be corrected. These include several water pressure and water temperature issues. As an example, frequently our facility is without hot water, forcing us to run water for long periods of time, waiting for the temperature to increase. This is incredibly wasteful of gallons upon gallons of water per day. There is an alarm installed which should have alerted the facilities department on campus of the power outage. No such alarm sounded. Once fixed, these changes will allow for a more sustainable and efficient building model, thus bringing down some of the operating costs.

4.1a Course Student Learning Outcomes Assessment

As of Spring Semester 2015, the Culinary Department has successfully assessed SLOs for the following:

- All five certificate-level SLOs
- All SLOs for our two AA degrees in Restaurant Management and Culinary Arts
- All course-level SLOs in the five certificates
- SLOs for the 28 Ethnic & Specialty cooking courses that have been offered.

Our on-going plan is to continue to assess each semester all SLOs from courses that have not yet been assessed that are taught in that semester. There are **79** approved Ethnic & Specialty cooking courses that are not regularly scheduled. SLOs for elective Ethnic & Specialty cooking courses that are not offered every semester will be assessed at the end of the semester in which they are taught. All on-going SLO assessments will be posted into the College Sharepoint system at the end of each Fall and Spring semesters. Assessed summer courses will be posted at the beginning of each Fall. Certificate courses that are offered each semester will be continue to be assessed regularly on a six-year cycle. Courses that have assessed SLOs are in **BOLD** on the following plan. Date for completion of remaining SLOs is indicated in the plan.

Course	Name	SLO #s	Participating Faculty*	Academic Year Initiated or to Be Initiated	Semester Completed or Planned* to Be Completed	Comments
Course						
CUL 98						
CUL 99I						
CUL 250	Sani/Safety	1, 4	C. Burgett	2012-2013	F2013	
CUL 250	Sani/Safety	2,3,5*	C. Burgett	2014-2015	F2014*	
CUL 250.1	Cul Survey	1,2	J. Cason, B. Fischer + 4 other instructors	2013-2014	S2014	
CUL 252.3	Knife Skills	1,2	J. Cason, C. Burgett + 4 other instructors	2012-2013	F2013	
CUL 252.3	Knife Skills	3*	J. Cason, C. Burgett + 4 other instructors	2014-2015	F2014*	
CUL 252.13	Garde Manger	1,2	J. Cason, S. Kaldunski + 2 other instructors	2013-2014	S2014	
CUL 252.13	Garde Manger	3,4*	J. Cason, S. Kaldunski + 2 other instructors	2013-2014	F2014*	
CUL 253A	Café 1	1	M. Salinger, J. Cason, S. Kaldunski	2010-2011	S2011	
CUL 253A	Café 1	2	M. Salinger, J. Cason, S. Kaldunski	2011-2012	S2012	

CUL 253A	Café 1	3,4,5*	M. Salinger, J. Cason, S. Kaldunski	2014-2015	F2014*	
CUL 253B	Café 2	1	M. Salinger, J. Cason, S. Kaldunski	2010-2011	S2011	
CUL 253B	Café 2	2	M. Salinger, J. Cason, S. Kaldunski	2011-2012	S2012	
CUL 253B	Café 2	3,4,5,6*	M. Salinger, J. Cason, S. Kaldunski	2014-2015	F2014*	
CUL 253.1	Prof Ckng Basics	2,4	J. Cason, C. Burgett, S. Kaldunski + 1 other instructor	2013-2014	S2014	
CUL 253.1	Prof Ckng Basics	1,3*	J. Cason, C. Burgett, S. Kaldunski + 1 other instructor	2014-2015	F2014*	
CUL 253.5	Meat & Sauce	1,2	J. Cason, C. Burgett + 1 other instructor	2013-2014	S2014	
CUL 253.5	Meat & Sauce	3,4*	J. Cason, C. Burgett + 1 other instructor	2014-2015	F2014*	
CUL 254	Intro Baking	3,4	S Kaldunski, C. Burgett + 1 other instructor	2012-2013	F2012	
CUL 254	Intro Baking	1,2*	S Kaldunski, C. Burgett + 1 other instructor	2014-2015	F2014*	
CUL 254.6	Bread Bkng	3,4	S Kaldunski, C. Burgett + 1 other instructor	2012-2013	F2012	
CUL 254.6	Bread Bkng	1,2*	S Kaldunski, C. Burgett + 1 other instructor	2014-2015	F2014*	
CUL 254.9	Cake Décor.	2,3	S Kaldunski, C. Burgett + 1 other instructor	2012-2013	F2012	
CUL 254.9	Cake Décor.	1*	S Kaldunski, C. Burgett + 1 other instructor	2014-2015	F2014*	
CUL 254.10	Tarts & Pies	2,3	S Kaldunski, C. Burgett + 1 other instructor	2012-2013	F2012	
CUL 254.10	Tarts & Pies	1*	S Kaldunski, C. Burgett + 1 other instructor	2014-2015	F2014*	
CUL 254.11	Chocolate	2,3	S Kaldunski, C. Burgett + 1 other instructor	2012-2013	F2012	
CUL 254.11	Chocolate	1*	S Kaldunski, C. Burgett + 1 other instructor	2014-2015	F2014*	
CUL 254.12	Cookies, Candies	1,3	S Kaldunski, C. Burgett + 1 other instructor	2013-2014	S2014	
CUL 254.12	Cookies, Candies	2*	S Kaldunski, C. Burgett + 1 other instructor	2014-2015	F2014*	
CUL 254.13	Soft Desserts	2,3	S Kaldunski, C. Burgett + 1 other instructor	2012-2013	F2012	
CUL 254.13	Soft Desserts	1*	S Kaldunski, C. Burgett + 1 other instructor	2014-2015	F2014*	
CUL 255	Prod Bkng	1,3	S Kaldunski, C. Burgett + 1 other instructor	2010-2011	F2011	
CUL 255	Prod Bkng	2,4*	S Kaldunski, C. Burgett + 1 other instructor	2014-2015	F2014*	
CUL 256	Front House	1, 3	B. Fischer + 2 other instructors	2013-2014	S2014	

CUL 256	Front House	2*	B. Fischer + 2 other instructors	2014-2015	F2014*	
CUL 256.3	Intro Fd/Bev OPS	1	B. Fischer + 2 other instructors	2013-2014	S2014	
CUL 256.5	Wine Apprec.	1,2	B. Fischer + 2 other instructors	2013-2014	S2014	
CUL 256.6	Wine/Food Affinities	1, 2, 4	B. Fischer + 2 other instructors	2013-2014	F2014	
CUL 256.6	Wine/Food Affinities	3*	B. Fischer + 2 other instructors	2014-2015	F2014*	
CUL 256.8	Bev. Mgmt	1	B. Fischer + 2 other instructors	2013-2014	S2014	
CUL 256.9	Intro Rest. Wine	1	B. Fischer + 2 other instructors	2013-2014	S2014	
CUL 256.10	Rest. Operations	1	B. Fischer + 2 other instructors	2013-2014	S2014	
CUL 260	Spec Topics Baking and Pastry					Umbrella course not taught separately
CUL 260.1	Cake Bkng		S Kaldunski, C. Burgett + 2 other instructors			This course has not yet been offered.
CUL 260.2	Filling/Frosting		S Kaldunski, C. Burgett + 2 other instructors			This course has not yet been offered.
CUL 260.3	Fancy Cakes	1,2	S Kaldunski, C. Burgett + 2 other instructors	2013-2014	SU2014	
CUL 260.4	Petits Fours		S Kaldunski, C. Burgett + 2 other instructors			This course has not yet been offered.
CUL 260.5	Wedding Bkng	1,2	S Kaldunski, C. Burgett + 2 other instructors	2013-2014	SU2014	
CUL 260.6	Wedding Assembly	1,2	S Kaldunski, C. Burgett + 2 other instructors	2013-2014	SU2014	
CUL 260.15	Artisan Bread	1,2	S Kaldunski, C. Burgett + 2 other instructors	2013-2014	SU2014	
CUL 260.16	Sourdough Breads		S Kaldunski, C. Burgett + 2 other instructors			This course has not yet been offered.
CUL 260.17	Enriched Yeast		S Kaldunski, C. Burgett + 2 other instructors			This course has not yet been offered.
CUL 260.18	Holiday Yeast		S Kaldunski, C. Burgett + 2 other instructors			This course has not yet been offered.
CUL 260.19	Pizza/Focaccia	1,2	S Kaldunski, C. Burgett + 2 other instructors	2013-2014	SU2014	
CUL 260.20	Whole Grain		S Kaldunski, C. Burgett + 2 other instructors			This course has not yet been offered.
CUL 260.25	Seasonal pie		S Kaldunski, C. Burgett + 2 other instructors			This course has not yet been offered.
CUL 260.26	Seasonal tarts		S Kaldunski, C. Burgett + 2 other instructors			This course has not yet been offered.

CUL 260.31	Holiday Cookies		S Kaldunski, C. Burgett + 2 other instructors			This course has not yet been offered.
CUL 260.32	Holiday Cakes		S Kaldunski, C. Burgett + 2 other instructors			This course has not yet been offered.
CUL 260.33	Holiday Tarts		S Kaldunski, C. Burgett + 2 other instructors			This course has not yet been offered.
CUL 260.34	Holiday Pies		S Kaldunski, C. Burgett + 2 other instructors			This course has not yet been offered.
CUL 260.35	Holiday Breads		S Kaldunski, C. Burgett + 2 other instructors			This course has not yet been offered.
CUL 260.36	Holiday Candies		S Kaldunski, C. Burgett + 2 other instructors			This course has not yet been offered.
CUL 265	Spec Top Ethnic Bkng					Umbrella course not taught separately
CUL 270	Spec Top CUL					Umbrella course not taught separately
CUL 270.2	Grilling	1,2	J. Cason + 2 other instructors	2013-2014	SU2014	
CUL 270.3	Smoking		Instructor TBA			This course has not yet been offered.
CUL 270.4	Stocks		Instructor TBA			This course has not yet been offered.
CUL 270.21	Bscs Ckng Tech		Instructor TBA			This course has not yet been offered.
CUL 270.30	Wine Cntry	1,2	J. Cason + 2 other instructors	2013-2014	SU2014	
CUL 270.31	CSA Ckng		Instructor TBA			
CUL 275	Spec Top Ethnc					Umbrella course not taught separately
CUL 275.10	Cajun/Creole	1	J. Cason + 2 other instructors	2013-2014	S2014	
CUL 275.11	Southern		Instructor TBA			This course has not yet been offered.
CUL 275.12	Hawaiian	1	J. Cason + 2 other instructors	2013-2014	S2014	
CUL 275.20	Turkish		Instructor TBA			This course has not yet been offered.
CUL 275.21	Lebanese		Instructor TBA			This course has not yet been offered.
CUL 275.22	Israeli		Instructor TBA			This course has not yet been offered.
CUL 275.23	Jordanian		Instructor TBA			This course has not yet been offered.

CUL 275.30	Macaon		Instructor TBA			This course has not yet been offered.
CUL 275.31	Pekinese		Instructor TBA			This course has not yet been offered.
CUL 275.32	Shaghainese		Instructor TBA			This course has not yet been offered.
CUL 275.33	Hunanese		Instructor TBA			This course has not yet been offered.
CUL 275.34	Cantonese		Instructor TBA			This course has not yet been offered.
CUL 275.35	Hong Kongese	1	C. Burgett + 1 other instructor	2013-2014	S2014	
CUL 275.36	Mongolian		Instructor TBA			This course has not yet been offered.
CUL 275.37	Nepalese		Instructor TBA			This course has not yet been offered.
CUL 275.42	Singaporean		Instructor TBA			This course has not yet been offered.
CUL 275.43	Philippine		Instructor TBA			This course has not yet been offered.
CUL 275.44	Burmese		Instructor TBA			This course has not yet been offered.
CUL 275.45	Laotian		Instructor TBA			This course has not yet been offered.
CUL 275.46	Indonesian		Instructor TBA			This course has not yet been offered.
CUL 275.47	Vietnamese		Instructor TBA			This course has not yet been offered.
CUL 275.48	Indian	1	C. Burgett + 1 other instructor	2013-2014	S2014	
CUL 275.49	Malaysian		Instructor TBA			This course has not yet been offered.
CUL 275.50	Moroccan		Instructor TBA			This course has not yet been offered.
CUL 275.51	Tunisian		Instructor TBA			This course has not yet been offered.
CUL 275.52	Algerian		Instructor TBA			This course has not yet been offered.
CUL 275.53	Ghanaian		Instructor TBA			This course has not yet been offered.
CUL 275.54	Ethiopian		Instructor TBA			This course has not yet been offered.

CUL 275.55	Kenyan		Instructor TBA			This course has not yet been offered.
CUL 275.56	Egyptian		Instructor TBA			This course has not yet been offered.
CUL 275.63	Portuguese		Instructor TBA			This course has not yet been offered.
CUL 275.64	Greek	1	C. Burgett + 1 other instructor	2013-2014	S2014	
CUL 275.65	Spanish		Instructor TBA			This course has not yet been offered.
CUL 275.70	Puerto Rican		Instructor TBA			This course has not yet been offered.
CUL 275.71	Cuban		Instructor TBA			This course has not yet been offered.
CUL 275.72	DOMINICAN CUISINE		Instructor TBA			This course has not yet been offered.
CUL 275.73	JAMAICAN CUISINE		Instructor TBA			This course has not yet been offered.
CUL 275.74	COLOMBIAN/VE NEZUELAN		Instructor TBA			This course has not yet been offered.
CUL 275.75	BRAZILIAN CUISINE		Instructor TBA			This course has not yet been offered.
CUL 275.76	ARGENTINEAN CUISINE		Instructor TBA			This course has not yet been offered.
CUL 275.80	NW ITALIAN CUISINE	1	C. Burgett + 1 other instructors	2013-2014	S2014	
CUL 275.81	NORTHERN ITALIAN CUISINE	1	C. Burgett + 1 other instructors	2013-2014	S2014	
CUL 275.82	NORTHEAST ITALIAN		Instructor TBA			This course has not yet been offered.
CUL 275.83	SOUTHERN ITALIAN CUISINE		Instructor TBA			This course has not yet been offered.
CUL 275.84	Eastern Central Italian		Instructor TBA			This course has not yet been offered.
CUL 275.85	Western Central Italian		Instructor TBA			This course has not yet been offered.
CUL 285	SPEC TOP VEGETARIAN COOK					
Cul 285.11	VEGAN COOKING	1,2	C. Burgett + 1 other instructors	2013-2014	S2014	
Cul 285.12	MARKET FRESH VEGETARIAN	1,2	C. Burgett + 1 other instructors	2013-2014	S2014	
CUL 285.21	VEGETARIAN COOKING TECH	1,2	C. Burgett + 1 other instructors	2013-2014	S2014	

CUL 285.22	VEG SOUP, STOCK, SAUCES	1,2	C. Burgett + 1 other instructors	2013-2014	S2014	
CUL 285.23	VEGETARIAN'S PANTRY	1,2	C. Burgett + 1 other instructors	2013-2014	S2014	
CUL 287.6	REGIONAL CHIN COOK	1	C. Burgett + 1 other instructors	2013-2014	S2014	
CUL 222	Culinary Tour of Sonoma Co.		J. Cason + 1 other instructor			This course has not yet been offered.
TOTALS						
Certificates	Culinary Arts	1,2,3,4,5,6,7,8	J. Cason, M. Salinger	2013-2014	S2014	
	Baking and Pastry	1,2,3,4,5,6,7,8	S. Kaldunski, C. Burgett	2013-2014	S2014	
	Front House Operations	1,2,3,4	B. Fischer	2013-2014	S2014	
	Dining Room Service	1,2,3	B. Fischer	2013-2014	S2014	
	Restaurant Management		B. Fischer		F2014	
Majors	Culinary Arts	1,2,3,4,5,6,7,8	J. Cason, M. Salinger	2013-2014	S2014	
	Restaurant Management		B. Fischer		F2014	

If the curriculum is sequenced through prerequisite relationships, do course SLOs align from one course to the next in the sequence?

The curriculum is sequenced through prerequisite relationships, and the course-level SLO's do align from one course to the next in the sequence.

How have course SLO assessment results last year and this current year been used to improve student learning at the course level?

The assessment of the SLO's in Cul 253A&B have driven minor changes to the instruction of these two linked courses. The results of a math quiz have shown that it is still necessary to review basic math skills throughout this class. The results of the rubric assessment to determine if students have a working knowledge of the various stations in a restaurant has shown that more time must be spent explain the details of each station so that students are fully prepared to work each station.

4.1b Program Student Learning Outcomes Assessment

- *What certificates/majors(s) has the program/unit assessed over the past six years?*

All five certificates have been successfully assessed. Both Majors have been successfully assessed.

- *How have the results been used to improve student learning at the certificate/major level?*

Successful CTE training is inherently based on assessed performance. Quantifying our methods through SLO assessment has encouraged consistent assessment across the programs.

In the text block below, describe your department/discipline six-year cycle of assessment. You can copy and paste into the text block a chart or a spreadsheet, which might be the easiest thing to do.

Certificates and majors in the Department will be assessed on a six year cycle as indicated in the charted plan below. All certificates and major assessments have been completed. Course assessments will be on-going, and entered into the Sharepoint system at the end of each Fall & Spring semesters.

Certificates	SLO Assessment timeline		
Culinary Arts	F2013/F2019		
Baking and Pastry	F2013/F2019		
Front House Operations	S2014/S2020		
Dining Room Service	S2014/S2020		
Restaurant Management	S2014/2020		
Majors			
Culinary Arts	S2014/S2020		
Restaurant Management	S2014/S2020		

4.1c Student Learning Outcomes Reporting

Type	Name	Student Assessment Implemented	Assessment Results Analyzed	Change Implemented
Course	Cul 98 Independent Study	Fall 2012	N/A	N/A
Course	Cul 98 Independent Study	Fall 2012	N/A	N/A
Course	Cul 98 Independent Study	Fall 2012	N/A	N/A
Course	Cul 275 Spec Top Ethnic Cuisin	N/A	N/A	N/A
Course	Cul 275.10 Cajun and Creole	Fall 2014	Fall 2014	N/A
Course	Cul 275.11 Southern Cuisine	N/A	N/A	N/A
Course	Cul 275.12 Hawaiian Cuisine	Spring 2014	Spring 2014	N/A
Course	Cul 275.20 Turkish Cuisine	N/A	N/A	N/A
Course	Cul 275.21 Lebanese Cuisine	N/A	N/A	N/A
Course	Cul 275.22 Israeli Cuisine	N/A	N/A	N/A
Course	Cul 275.23 Jordanian Cuisine	N/A	N/A	N/A
Course	Cul 275.30 Macaoan Cuisine	N/A	N/A	N/A
Course	Cul 275.31 Pekinese Cuisine	N/A	N/A	N/A
Course	Cul 275.32 Shanghainese Cuisin	N/A	N/A	N/A
Course	Cul 275.33 Hunanese Cuisine	N/A	N/A	N/A
Course	Cul 275.34 Cantonese Cuisine	N/A	N/A	N/A
Course	Cul 275.35 Hong Kongese Cuisin	Spring 2014	Spring 2014	N/A
Course	Cul 275.36 Mongolian Cuisine	N/A	N/A	N/A
Course	Cul 275.37 Nepalese Cuisine	N/A	N/A	N/A
Course	Cul 275.42 Singaporean Cuisine	N/A	N/A	N/A
Course	Cul 275.43 Philippine Cuisine	N/A	N/A	N/A
Course	Cul 275.44 Burmese Cuisine	N/A	N/A	N/A
Course	Cul 275.45 Laotian Cuisine	N/A	N/A	N/A
Course	Cul 275.46 Indonesian Cuisine	N/A	N/A	N/A

Course	Cul 275.47 Vietnamese Cuisine	N/A	N/A	N/A
Course	Cul 275.48 Indian Cuisine	Spring 2014	Spring 2014	N/A
Course	Cul 275.49 Malaysian Cuisine	N/A	N/A	N/A
Course	Cul 275.50 Moroccan Cuisine	N/A	N/A	N/A
Course	Cul 275.51 Tunisian Cuisine	N/A	N/A	N/A
Course	Cul 275.52 Algerian Cuisine	N/A	N/A	N/A
Course	Cul 275.53 Ghanaian Cuisine	N/A	N/A	N/A
Course	Cul 275.54 Ethiopian Cuisine	N/A	N/A	N/A
Course	Cul 275.55 Kenyan Cuisine	N/A	N/A	N/A
Course	Cul 275.56 Egyptian Cuisine	N/A	N/A	N/A
Course	Cul 275.63 Portugese Cuisine	N/A	N/A	N/A
Course	Cul 275.64 Greek Cuisine	Spring 2014	Spring 2014	N/A
Course	Cul 275.65 Spanish Cuisine	N/A	N/A	N/A
Course	Cul 275.70 Puerto Rican Cuisin	N/A	N/A	N/A
Course	Cul 275.71 Cuban Cuisine	N/A	N/A	N/A
Course	Cul 275.72 Dominican Cuisine	N/A	N/A	N/A
Course	Cul 275.73 Jamaican Cuisine	N/A	N/A	N/A
Course	Cul 275.74 Columbian/Venezuela	N/A	N/A	N/A
Course	Cul 275.75 Brazilian Cuisine	N/A	N/A	N/A
Course	Cul 275.76 Argentinean Cuisine	N/A	N/A	N/A
Course	Cul 275.80 NW Italian Cuisine	Spring 2014	Spring 2014	N/A
Course	Cul 275.81 Northern Italian	Spring 2014	Spring 2014	N/A
Course	Cul 275.82 Northeast Italian	N/A	N/A	N/A
Course	Cul 275.83 Southern Italian	N/A	N/A	N/A
Course	Cul 285 Spec Top Veg Cooking	N/A	N/A	N/A
Course	Cul 285.11 Vegan Cooking	Spring 2014	Spring 2014	N/A
Course	Cul 285.12 Market Fresh Veg	Spring 2014	Spring 2014	N/A
Course	Cul 285.21 Veg Cooking Tech	Spring 2014	Spring 2014	N/A
Course	Cul 285.22 Veg soup, Stock, Sa	Spring 2014	Spring 2014	N/A
Course	Cul 285.23 Vegetarian Pantry	Spring 2014	Spring 2014	N/A
Course	Cul 287.6 Regional Chinese	Spring 2014	Spring 2014	N/A
Course	Cul 255 Production Baking	Spring 2011	Spring 2011	N/A
Course	Cul 256.8 Beverage Management	Fall 2013	Spring 2013	N/A
Course	Cul 256.9 Intro Rest. Wine	Fall 2013	Spring 2014	N/A
Course	Cul 256.10 Rest. Operations	Spring 2013	Spring 2014	N/A
Course	Cul 250 Sanitation and Safety	Fall 2009	Fall 2013	N/A
Course	Cul 250.1 Culinary Arts Survey	Fall 2011	Spring 2014	N/A
Course	Cul 252.3 Knife Skills	Fall 2011	Spring 2012	N/A
Course	Cul 252.13 Garde Manger	Fall 2012	Spring 2014	N/A
Course	Cul 253.1 Pro Cooking Basics	Spring 2012	Spring 2014	N/A
Course	Cul 253.5 Pro Meat/Sauce Prep	Fall 2012	Spring 2014	N/A
Course	Cul 253A Culinary Cafe 1	Spring 2011	Spring 2012	N/A
Course	Cul 253B Culinary Cafe 2	Spring 2012	Spring 2012	N/A
Course	Cul 254 Intro to Baking	Spring 2012	Fall 2012	N/A
Course	Cul 254.10 Tart & Pies	Fall 2012	Fall 2012	N/A
Course	Cul 254.11 Chocolate Technique	Fall 2012	Fall 2012	N/A
Course	Cul 254.12 Cookies, Confection	Fall 2013	Spring 2014	N/A
Course	Cul 254.13 Soft Desserts	Fall 2012	Fall 2012	N/A
Course	Cul 254.6 Bread Baking	Fall 2012	Fall 2012	N/A
Course	Cul 254.9 Cakes & Decorating	Fall 2012	Fall 2012	N/A
Course	Cul 256 Front House Ops	Fall 2013	Spring 2014	N/A
Course	Cul 256.3 Intro Food/Bev Ops	Fall 2013	Spring 2014	N/A
Course	Cul 256.5 Wine Appreciation	Fall 2013	Spring 2014	N/A
Course	Cul 256.6 Wine & Food Affin	Spring 2013	Fall 2014	N/A
Course	Cul 260.1 Cake Baking	N/A	N/A	N/A
Course	Cul 260.15 Arti Bread Baking	Fall 2013	Summer 2014	N/A
Course	Cul 260.16 Sourdough Breads	N/A	N/A	N/A
Course	Cul 260.17 Enr. Yeast Breads	N/A	N/A	N/A
Course	Cul 260.18 Holi.Yeast Breads	N/A	N/A	N/A
Course	Cul 260.19 Pizza and Foccacia	Fall 2013	Summer 2014	N/A
Course	Cul 260.2 Cake Baking: Fill an	N/A	N/A	N/A
Course	Cul 260.20 Whole Grain Breads	N/A	N/A	N/A
Course	Cul 260.25 Seasonal Pies	N/A	N/A	N/A
Course	Cul 260.26 Seasonal Tarts	N/A	N/A	N/A
Course	Cul 260.3 Fancy Cakes	Fall 2013	Summer 2014	N/A
Course	Cul 260.31 Holiday Cookies	N/A	N/A	N/A
Course	Cul 260.32 Holiday Cakes	N/A	N/A	N/A
Course	Cul 260.33 Holiday Tarts	N/A	N/A	N/A
Course	Cul 260.34 Holiday Pies	N/A	N/A	N/A
Course	Cul 260.35 Holiday Breads	N/A	N/A	N/A
Course	Cul 260.36 Holiday Candies	N/A	N/A	N/A
Course	Cul 260.4 Petit Fours	N/A	N/A	N/A
Course	Cul 260.5 Wed Cake Baking	Fall 2013	Summer 2014	N/A
Course	Cul 260.6 Wed Cake Assembly	Fall 2013	Spring 2014	N/A

Course	Cul 265 Spec Top Ethnic Baking	N/A	N/A	N/A
Course	Cul 270 Spec Top Culinary	N/A	N/A	N/A
Course	Cul 270.2 Pro Tech Grilling	Fall 2013	Summer 2014	N/A
Course	Cul 270.21 Basic Cooking Tech	N/A	N/A	N/A
Course	Cul 270.3 Pro Tech Smoking	N/A	N/A	N/A
Course	Cul 270.30 Wine Country Cuisin	Fall 2013	Summer 2014	N/A
Course	Cul 270.31 CSA Cooking	N/A	N/A	N/A
Course	Cul 270.4 Pro Tech Stocks	N/A	N/A	N/A
Certificate/Major	Culinary Arts Certificate	Fall 2013	Spring 2014	N/A
Certificate/Major	Baking and Pastry Certificate	Fall 2013	Spring 2014	N/A
Certificate/Major	Dinig Room Service Certificate	Fall 2014	Spring 2014	N/A
Certificate/Major	Front House Certificate	Spring 2014	Spring 2014	N/A
Certificate/Major	Restaurant Managem Certificate	Spring 2014	N/A	N/A
Certificate/Major	Restaurant Management Major	Spring 2014	N/A	N/A
Certificate/Major	Culinary Arts Major	Spring 2013	Spring 2014	N/A

4.2a Key Courses or Services that address Institutional Outcomes

Course/Service	1a	1b	1c	2a	2b	2c	2d	3a	3b	4a	4b	5	6a	6b	6c	7
Cul 250 Sanitation and Safety		X	X			X		X	X	X	X	X			X	X
Cul 250.1 Culinary Arts Survey	X	X	X	X			X	X	X	X	X	X	X	X	X	X
Cul 275 Ethnic Cooking	X		X	X	X	X	X	X	X	X	X	X	X	X	X	X
Culinary Career Center		X	X	X	X		X	X	X	X	X	X	X	X		X

4.2b Narrative (Optional)

4.2b Narrative

Most of the courses in Culinary Arts address relevant issues in all areas of the Institutional Learning Outcomes, specifically in Career and Technical Education. The prerequisite courses make the most connections. The lab-based courses meet the job training goals of the institution. The series of Ethnic & Specialty cooking courses address many of the goals, specifically as they relate to the College mission statement.

Most Culinary courses have built in assessments at the core of the curriculum. We have established a plan for on-going SLO assessment, as described.

5.0 Performance Measures

The Department runs the Culinary Café and Bakery businesses as an integral part of the curriculum. These businesses provide the students with the essential practical experiences required in the associated careers.

The Department developed a business plan prior to opening the Culinary Arts Center at the Brickyard and have continued using that plan in the new Burdo Culinary Arts Center. The revenue from this business is used to cover the cost of food and supplies to run the Cafe, pays for much of the overhead, all of the STNC staffing needed to run this program, pays part of the AAll salary, and pays for a 45% classified Heavy Cleaner employee .

The Culinary Café and Bakery served approximately 13,000 guests in 13/14.

The Department enrolled 3347 students in 12/13.

The Department awarded 66 certificates in 12/13 (based on data from the College Factbook, does not include data on the Dining Room Service certificate which has an annual average of 50 certificates).

5.1 Effective Class Schedule: Course Offerings, Times, Locations, and Delivery Modes (annual)

Balanced/convenient schedule:

The Culinary Department offers classes 5 days per week as well as most evenings and weekends. The 5 certificate programs in the department are offered in 8 week sections, so that a student might enter the program 5 times per year (this includes the summer session.) Enrollments in certificate courses continue to be high with most classes closing. Ethnic & Specialty courses had been cut drastically over the past years, but they are now slowly returning to the schedule and as a result, the overall headcount is on the rise. The Department had an enrollment efficiency rate of 93.9% in 12/13.

Geographic distribution:

The department offers classes at the Santa Rosa Campus, the Culinary Arts Center and at the Dutton Pavilion at Shone Farm. There is only one class offered at Petaluma due to the fact that there is no kitchen facility at that location.

Delivery modes:

At this time no courses are offered online. However, 2-3 are being considered.

Course demand:

As the Culinary program continues to grow, more sections of the core courses will need to be offered. There has also been great demand for new certificates in the areas of Catering, Advanced Culinary Arts, Bread Baking, Cake Decorating, Vegetarian Cooking, and Butchery. These certificates will be developed to be ready once the budget improves and the schedule can expand even further.

Serving Students:

The Department receives numerous requests for evening and weekend certificate offerings. At the present time, the fulltime faculty and staff are inadequate to accommodate a weekend college.

Culinary Arts - FY 2012-13 (plus current FY Summer and Fall)

5.1 Student Headcounts The number of students enrolled in each Discipline at first census (duplicated headcount).

Santa Rosa Campus

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Culinary Arts	420	1304	1079	283	1109	1036	203	1013	88

Petaluma Campus (Includes Rohnert Park and Sonoma)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Culinary Arts	0	0	22	0	0	24	0	0	2

Other Locations (Includes the PSTC, Windsor, and other locations)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Culinary Arts	0	41	22	0	24	19	0	23	2

ALL Locations (Combined totals from ALL locations in the District)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Culinary Arts	420	1345	1123	283	1133	1079	203	1036	92

5.2a Enrollment Efficiency

Enrollment efficiency in the Culinary Arts department has grown consistently from F2003 (76.2%) and was 87.7% in Spring 2008, well above the College average of 75.3%. This past year with the schedule increases, Culinary has risen to 93.9% efficiency.

The Department puts a lot of effort into managing the class schedule to best utilize the existing space to provide the classes at the times and locations convenient for the students. This effort has been instrumental to the long term growth and success of the Culinary Arts Department.

Culinary Arts - FY 2012-13 (plus current FY Summer and Fall)

5.2a Enrollment Efficiency The percentage of seats filled in each Discipline at first census based on class limit (not room size).**Santa Rosa Campus**

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Culinary Arts	85.9%	94.8%	98.5%	87.1%	97.1%	99.5%	84.0%	99.3%	103.5%

Petaluma Campus (Includes Rohnert Park and Sonoma)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Culinary Arts	0.0%	0.0%	62.9%	0.0%	0.0%	68.6%	0.0%	0.0%	62.9%

Other Locations (Includes the PSTC, Windsor, and other locations)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Culinary Arts	0.0%	89.6%	100.0%	0.0%	100.0%	65.5%	0.0%	95.8%	75.9%

ALL Locations (Combined totals from ALL locations in the District)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Culinary Arts	85.9%	94.6%	97.5%	87.1%	97.1%	97.7%	84.0%	99.2%	101.1%

5.2b Average Class Size

The Culinary Arts department has class limits ranging from 20 to 30. These limits are set based on the size of the classrooms and labs the department has access to. Due to the class limits based on lab sizes, many Culinary classes close early and the Department is unable to accommodate every student.

It was anticipated that with the opening of the new Culinary Arts Center in 2012, the Department would be able to accommodate more students. However, due to budget and design constraints, lab class sizes will remain at limits of 20 with lecture classes between 30-40.

Culinary Arts - FY 2012-13 (plus current FY Summer and Fall)

5.2b Average Class Size The average class size in each Discipline at first census (excludes cancelled classes).

Santa Rosa Campus

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Culinary Arts	21.6	24.6	23.5	22.4	24.6	23.8	22.2	25.8	25.

Petaluma Campus (Includes Rohnert Park and Sonoma)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Culinary Arts	0.0	0.0	22.0	0.0	0.0	24.0	0.0	0.0	22.

Other Locations (Includes the PSTC, Windsor, and other locations)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Culinary Arts	0.0	21.5	24.0	0.0	24.0	9.5	0.0	23.0	11.

ALL Locations (Combined totals from ALL locations in the District)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Culinary Arts	21.6	24.5	23.5	22.4	24.6	23.2	22.2	25.8	24.

5.3 Instructional Productivity

The Culinary Arts Department generated 135.59 FTES in F2013 with an FTEF of 8.78 for a ratio of 15.44. This ratio is significantly higher than in prior years. This ratio is below the goal of 18.5. There are a number of possible reasons for the lower ratio:

The majority of the Culinary Classes are lab based and the class sizes are limited by the size of the kitchens.

Large number of late starting classes – very often these classes fill quickly to their limit with a wait list but when the class starts there are numerous no-shows.

Front House Operations has an enrollment limit of 15 due to the size of the Café, but is essential to the running of the Culinary Café.

Trends:

Students who register for late starting classes often never show up for class. The Department regularly sends out reminder cards for these classes.

Improve productivity:

For those late starting classes, try increasing the wait list.

Increase staff support to the department to provide the time to call all the students and remind them that they are registered for a class.

Instructional productivity in this department is also hindered by inadequate support from Facilities Operations with the cleaning of the Culinary Center thereby hindering the ability to schedule more classes.

Culinary Arts - FY 2012-13 (plus current FY Summer and Fall)

5.3 Instructional Productivity The ratio of Full-Time Equivalent Students (FTES) to Full-Time Equivalent Faculty (FTEF) in each Discipline at first census.

Santa Rosa Campus

Culinary Arts		X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
	FTES	43.97	118.56	114.32	34.25	114.92	116.85	28.57	113.48	105.30
	FTEF	3.32	8.88	8.09	2.77	8.43	8.02	2.56	7.48	7.08
	Ratio	13.26	13.36	14.13	12.38	13.63	14.57	11.18	15.18	14.88

Petaluma Campus (Includes Rohnert Park and Sonoma)

Culinary Arts		X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
	FTES	0.00	0.00	0.74	0.00	0.00	0.81	0.00	0.00	0.67
	FTEF	0.00	0.00	0.07	0.00	0.00	0.07	0.00	0.00	0.07
	Ratio	0.00	0.00	11.17	0.00	0.00	12.18	0.00	0.00	10.14

Other Locations (Includes the PSTC, Windsor, and other locations)

Culinary Arts		X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
	FTES	0.00	1.74	1.03	0.00	1.39	1.27	0.00	1.54	1.48
	FTEF	0.00	0.14	0.09	0.00	0.09	0.12	0.00	0.10	0.11
	Ratio	0.00	12.43	11.07	0.00	14.95	10.88	0.00	15.59	13.25

ALL Locations (Combined totals from ALL locations in the District)

Culinary Arts		X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
	FTES	43.97	120.30	116.09	34.25	116.31	118.92	28.57	115.03	107.44
	FTEF	3.32	9.02	8.25	2.77	8.53	8.20	2.56	7.58	7.25
	Ratio	13.26	13.34	14.08	12.38	13.64	14.50	11.18	15.18	14.81

5.4 Curriculum Currency

Currency:

The Department has 109 active courses, more than 70% of these are up to date with course revisions and there are 40 Special Topic courses that have been revised and are working their way through the curriculum process.

Plan:

The Department is currently in the process of revising all certificates/majors and hopes to complete this project by May 2015.

Course deletions:

Many culinary courses were inactivated S2008-2011.

Additioanlly, the department is working on curriculum for 5-7 new certificates.

5.5 Successful Program Completion

The Culinary Arts Department has an excellent Retention rate of 85.7%, well above the College average.

Culinary Arts - FY 2012-13 (plus current FY Summer and Fall)

5.6a Retention The percentage of students receiving a grade of A,B,C,D,CR, or I in each Discipline (duplicated headcount).

Santa Rosa Campus

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Culinary Arts	84.7%	86.4%	84.5%	81.2%	85.4%	85.4%	90.5%	89.3%	87.4%

Petaluma Campus (Includes Rohnert Park and Sonoma)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Culinary Arts	0.0%	0.0%	81.8%	0.0%	0.0%	87.0%	0.0%	0.0%	81.8%

Other Locations (Includes the PSTC, Windsor, and other locations)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Culinary Arts	0.0%	85.7%	76.0%	0.0%	87.5%	84.2%	0.0%	71.4%	87.5%

ALL Locations (Combined totals from ALL locations in the District)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Culinary Arts	84.7%	86.4%	84.3%	81.2%	85.5%	85.4%	90.5%	88.9%	87.3%

The Departments students complete courses at a rate of 83.7%, well above the College average.

Culinary Arts - FY 2012-13 (plus current FY Summer and Fall)

5.6b Successful Course Completion The percentage of students receiving a grade of A,B,C, or CR in each Discipline (duplicated headcount).

Santa Rosa Campus

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Culinary Arts	79.6%	82.8%	81.9%	74.9%	79.9%	82.1%	88.1%	84.4%	85.1%

Petaluma Campus (Includes Rohnert Park and Sonoma)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Culinary Arts	0.0%	0.0%	72.7%	0.0%	0.0%	82.6%	0.0%	0.0%	77.3%

Other Locations (Includes the PSTC, Windsor, and other locations)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Culinary Arts	0.0%	83.7%	76.0%	0.0%	87.5%	84.2%	0.0%	71.4%	87.5%

ALL Locations (Combined totals from ALL locations in the District)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Culinary Arts	79.6%	82.8%	81.6%	74.9%	80.1%	82.1%	88.1%	84.1%	85.0%

In 12/13 the department awarded 16 AA degrees and 106 certificates (the department awards significantly more certificates than most programs, one of the top 5 College-wide.) The Culinary Arts Department, by awarding 13 degrees in 12/13, was one of the top CTE programs in terms of the number of AA/AS degrees awarded.

Encourage students:

The Culinary Arts Department is in the top 5 occupational programs awarding certificates. The department faculty spend considerable time encouraging students to complete as many of the certificates as they can. The departmental faculty advisors work closely with students to promote all of the certificates in the department.

Trends:

More and more Culinary students are working towards multiple certificates. From 02/03-12/13, the department went from 10 to 106 certificates awarded and from 04/05 to 12/13 increased degrees from 0-16. From sample departmental surveys, it appears that 30-40% of the students are working towards one of the two majors offered by the department.

Improvements:

The department will continue to promote all of its certificate offerings. The vast majority of students in these classes are working while attending school and sometimes, work gets in the way.

The recent cuts to the schedule of classes and the poor economy have had serious impacts and effects upon enrollments and completion of certificates. Most Culinary classes are impacted and as a result, it is taking most students longer to complete their programs of study.

The Department submitted a rotation plan for certificates and majors in Spring 2011.

5.6 Student Success

- *How does student retention at the discipline level compare to the overall District **success** rate? (Success means the student achieved a successful grade in the course, that is credit or an A, B, or C, D or Incomplete)*
- The Department has a significantly higher retention rate than the College, 85.7% compared to 76.3%. The faculty in this Department spend considerable time and energy working with the students to keep them in the program.
- Retention by ethnicity in the Department is significantly higher across all ethnicities than the District average. The team-oriented learning environment draws in students from all ethnicities leading to success.
- Female retention is higher than male. This is an interesting figure that is higher than the District average. Both male and female have higher retention than the district average. The Department clearly

needs to explore ways to retain a higher percentage of male students.

5.6a Retention The percentage of students receiving a grade of A,B,C,D,CR, or I in each discipline (duplicated headcount).

ALL Locations (Combined totals from ALL locations in the District)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Culinary Arts	84.7%	86.4%	84.3%	81.2%	85.5%	85.4%	90.5%	88.9%	87.3%

District totals

ALL Disciplines	85.9%	76.4%	77.3%	85.1%	77.9%	78.6%	84.0%	77.3%	
-----------------	-------	-------	-------	-------	-------	-------	-------	-------	--

- *How does student success at the discipline level compare to the overall District **success** rate? (Success means the student achieved a successful grade in the course, that is credit or an A, B, or C, or credit)*
- The Department has a nearly 13% higher success rate than the College as a whole.
- The Department has significantly higher student equity data than the College as a whole. The one significant area for improvement is male course completion.

5.6b Successful Course Completion The percentage of students receiving a grade of A,B,C, or CR in each discipline (duplicated headcount).

ALL Locations (Combined totals from ALL locations in the District)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Culinary Arts	79.6%	82.8%	81.6%	74.9%	80.1%	82.1%	88.1%	84.1%	85.0%

5.6b Successful Course Completion The percentage of students receiving a grade of A,B,C,CR,P in each discipline (grade count, duplicated headcount).

(b) (5) DPP, (b) (5) ACP, (b) (5) ADP, (b) (5)									
--	--	--	--	--	--	--	--	--	--

- *How does student GPA at the discipline level compare to the overall District GPA? If there is a difference (either above or below), can you explain that?* The Department total of 3.16 is higher than the district average of 2.62. The Department believes that that higher GPA is due to the hands-on nature of the certificate programs and the quality of the teaching.
- The department has significantly higher student equity data than the College as a whole. The one significant area for improvement is male GPA.

5.6c Grade Point Average The average GPA in each discipline (UnitsTotal / GradePoints).

ALL Locations (Combined totals from ALL locations in the District)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Culinary Arts	2.80	2.97	2.92	2.74	2.95	3.09	3.17	3.07	3.09

5.6c Grade Point Average The average GPA in each discipline (GradePoints / UnitsTotal).

ALL Disciplines	2.53	2.56	2.60	2.60	2.63	2.65	2.64	2.64	2.63
-----------------	------	------	------	------	------	------	------	------	------

5.7 Student Access

Do students from diverse ethnic backgrounds enroll in the disciplines at rates equal to their participation rates in the District as a whole?

The percentage of white students has been slowly declining while the Hispanic population has increased dramatically from 11.9% in 10/11 to 28.1 % in 13/14.

ALL Locations (Combined totals from ALL locations in the District)

Culinary Arts	Ethnicity	2010-11	Percent	2011-12	Percent	2012-13	Percent	2013-14
	White	1578	58.0%	1397	60.1%	1216	59.9%	
	Asian	77	2.8%	33	1.4%	38	1.9%	
	Black	88	3.2%	79	3.4%	45	2.2%	
	Hispanic	324	11.9%	357	15.4%	359	17.7%	
	Native American	42	1.5%	29	1.2%	27	1.3%	
	Pacific Islander	13	0.5%	2	0.1%	0	0.0%	
	Filipino	20	0.7%	35	1.5%	43	2.1%	
	Other Non-White	0	0.0%	0	0.0%	0	0.0%	
	Decline to state	577	21.2%	391	16.8%	301	14.8%	
	ALL Ethnicities	2719	100.0%	2323	100.0%	2029	100.0%	

Do male or female students constitute 75% or more in this discipline? If so, what strategies are being used or planned to increase enrollment of the non-traditional gender?

Female students continue to be the larger group in this department. No actions are being taken at this time to correct this imbalance.

Culinary Arts	Gender	2010-11	Percent	2011-12	Percent	2012-13	Percent	2013-14
	Male	1103	40.6%	920	39.6%	748	36.9%	
	Female	1556	57.2%	1371	59.0%	1262	62.2%	
	Unknown	60	2.2%	32	1.4%	19	0.9%	
	ALL Genders	2719	100.0%	2323	100.0%	2029	100.0%	

Has the program/unit experienced changes to its student population or changes in the needs of students in the last four years?

The student population is mostly the same, although, since 2008, it appears that the average age of students has increased. It appears that a larger percentage of students are working more hours per week than in the past, again due to the economy. These extra hours of work appear to affect the focus and energy level of the students and may be affecting their learning.

What types of outreach or retention efforts are occurring or should be implemented to better serve underserved or under-represented populations in this program?

The Department has asked for help for years with outreach to the Hispanic Community with little to no success. Considering this population group makes up a large percentage of the Food Industry in the County, more resources and Public Relations efforts need to be provided. The Department works with the ESL Department through a Culinary VESL course and has seen some improvement in retention of ESL students.

How does this program/unit serve students that are often underrepresented in college including various ethnic groups, lower socioeconomic groups, English language learners?

The Department works with the ESL Department through a Culinary VESL course and has seen some improvement in retention of ESL students. The instructors in this Department are very sensitive to the needs of all of our students and go out of their way to assist them in every way possible.

5.8 Curriculum Offered Within Reasonable Time Frame

The Culinary Department offers five certificate programs and two degree majors.

Students are able to complete the certificates in the following timeframe:

Culinary Arts - 24 units, 2 semesters or 32 weeks

Baking and Pastry - 17.5 units, 1-1 and 1/2 semesters or 24 weeks

Dining Room Service - 5.5 units, 8 weeks

Front House Operations - 9.5 units, 1 semester or 16 weeks

Restaurant Operations - 18.5 units, 2 semesters or 32 weeks

All classes are offered within a one year period allowing students to complete these short programs and get jobs.

5.9a Curriculum Responsiveness

How does the program/unit curriculum respond to changing student, community, and employer needs? The curriculum has gone through major and minor revisions over the past 8 years and is designed to meet the needs of the local Food Industry. Due to schedule reductions, Ethnic & Specialty cooking courses have been reduced to a level needed to primarily meet the needs of students in the Culinary Arts Major. Courses are offered at a variety of times to allow the working student access to the programs.

Has your program/unit fully complied with the State requirement that every general education course that transfers to a CSU or UC campus must include objectives (content) related to gender, global perspectives, and American cultural diversity? If not, describe the plan to bring the curriculum into compliance. N/A

How does the curriculum support the needs of other programs, certificates, or majors?

Cul 250 is part of the Hospitality and Diet Tech certificates, and Cul 222 is part of the Hospitality certificate.

Offer recommendations and describe plans for new directions in the curriculum.

The Department has plans for certificate changes to make the programs as efficient as possible. These include revisions to the Culinary and Baking and Pastry certificates. Additionally, the Department has plans to write the following new certificate programs:

Catering
Vegetarian Cookery
Advanced Culinary Arts
Bread Baking
Candies and Confections
Cake Decorating
Butchery

CTE Only:

How many advisory committee members attend your meetings that represent industry?

8-10

How many of these members represent industry and also serve as adjunct faculty?

2

Is the diversity of membership on your advisory committee representative of the fields in which students will be entering upon completion of your degree, certificate or major? If not, what is your plan to diversify membership?

The Advisory Committee could have more diversity. It has been a challenge to get industry attendance due to busy schedules in the restaurant industry.

In the past year, has the advisory committee reviewed your curriculum for currency?

If not, why?

If so, what changes were implemented as a result of this feedback?

This topic has not made it to the agenda for several years. With over 100 courses, it would be difficult to fit this task into the time allotted for these meetings.

5.9b Alignment with High Schools (Tech-Prep ONLY)

The Department continues to meet and work with the Sonoma County High School Culinary Programs. There was a joint advisory committee meeting in Spring 2009 between SRJC Culinary Arts and the County High Schools and ROP advisors. The result of this meeting was the development of credit by exam for Cul 250 and 252.3, both of these passed curriculum committee approval Spring 2010.

The Department hosted the high school culinary teachers for a session of the Knife Skills class (CUL 252.3) in Fall '09.

One of our full-time faculty participated as a mentor at the College's Teacher Academy workshop for high school Tech-Prep teachers.

The Department regularly hosts high school culinary classes at the Culinary Café. Jim Cason has been the lead faculty in this effort.

5.10 Alignment with Transfer Institutions (Transfer Majors ONLY)

5.11a Labor Market Demand (Occupational Programs ONLY)

The unemployment rate in the Sonoma County was 5.8 percent in July 2014, up from a revised 5.3 percent in June 2014, and below the year-ago estimate of 7.0 percent. This compares with an unadjusted unemployment rate of 7.8 percent for California and 6.5 percent for the nation during the same period.

Employment Development Department		2010-2020 Occupations With the Most Openings		
Labor Market Information Division		Santa Rosa-Petaluma Metropolitan Statistical Area (Sonoma County)		
March 7, 2013				
SOC Code*	Occupational Title	Total Job Openings [1]	2012 First Quarter Wages [2]	
			Median Hourly	Median Annual
35-3022	Counter Attendants, Cafeteria, Food Concession, and Coffee Shop	590	\$9.05	\$18,828
35-2014	Cooks, Restaurant	470	\$12.58	\$26,168
35-1012	First-Line Supervisors of Food Preparation and Serving Workers	420	\$14.59	\$30,353
35-9011	Dining Room and Cafeteria Attendants and Bartender Helpers	360	\$9.04	\$18,809

The hotel and restaurant industries in Sonoma County have experienced dramatic surges as the economy has improved. As evidenced by the Department's Culinary Career Center, there are currently more jobs available than there are qualified applicants. This growth bodes well for continued high enrollments in the Culinary Arts Department.

Driven by a stronger economy and historically high levels of pent-up demand among consumers, restaurant-industry sales are expected to hit a record high of \$683.4 billion in 2014. Although this will represent the fifth consecutive year of real growth in restaurant sales, the gains remain below what would be expected during a normal post-recession period due to a range of challenges. However, the restaurant industry will remain the nation's second-largest private sector employer with a workforce of 13.5 million. (National Restaurant Assn)

CORNERSTONES OF CAREER AND ENTREPRENEURIAL OPPORTUNITIES

One-half of all adults have worked in the restaurant industry at some point during their lives, and one out of three got their first job experience in a restaurant.

Eight in ten restaurant owners say their first job in the restaurant industry was an entry-level position.

Nine in ten salaried restaurant employees started as hourly workers.

59% of first-line supervisors/managers of food preparation and service workers in 2012 were women, 14% were black or African-American and 17% were of Hispanic origin.

Restaurants employ more minority managers than any other industry.

The number of black or African-American-owned restaurant businesses jumped 188% between 1997 and 2007, compared to a 36% increase for all restaurant businesses.

The number of Hispanic-owned restaurant businesses increased 80% between 1997 and 2007, while the number of Asian-owned restaurant businesses grew 60%.

The number of women-owned restaurant businesses rose 50% between 1997 and 2007.

Restaurant-industry sales are projected to total \$683.4 billion in 2014 and equal 4 percent of the U.S. gross domestic product.

Restaurant-industry job growth is projected to outpace the overall economy for the 15th consecutive year in 2014.

The restaurant industry is projected to employ 13.5 million people in 2014 — about one in ten working Americans.

The restaurant industry is expected to add 1.3 million jobs over the next decade, with employment reaching 14.8 million by 2024.

5.11b Academic Standards

Through regular Department meetings, face to face meetings, and email discussions, faculty regularly discuss all aspects of Academic Standards as they apply to courses in the Department. These discussions have resulted in course revisions, SLO'S, LAP'S, assessment standards, grading

standards etc. These discussions have also been important in determining certificate and degree revisions and expansion.

6.1 Progress and Accomplishments Since Last Program/Unit Review

Rank	Location	SP	M	Goal	Objective	Time Frame	Progress to Date
0001	Santa Rosa	03	06	Increase food to go sales.	Create another opportunity for students food production. Increase revenues	2014/2015	Faculty time. With the installation of the wood-fired pizza oven, the students are able to produce pizzas for both dine-in and to-go sales. Faculty time. Operation of the wood-fired pizza oven during café service and representation by the Culinary Cubs at JC events where food is offered.
0002	Santa Rosa	01	07	Gain ability to sell food prepared by Culinary students on the college campuses.	Create new revenue for the Program and to support the Culinary Center. Representation on the College Food Service contract committee.	2014/2015	Faculty and staff time. Future planning is for the culinary program to develop curriculum that would enable the café to be open for breakfast service as well as expanding the café to offer dinner service. Faculty time.
0003	Santa Rosa	01	07	Open Culinary Café Patio for food service	Develop specifications for patio furniture. Complete electrical and concrete work on Patio. Install Pizza Oven	2014/2015	Furniture, electrical, and concrete work should all be covered under building construction budgets. The Pizza oven has been installed and is operational.
0004	Santa Rosa	02	01	Create new and revise existing certificates.	Complete curriculum for new catering program. Develop curriculum for all other new certificates listed in this PRPP.	2014/2015	Faculty and staff time. Curriculum is in progress. Faculty and staff time. Curriculum is in progress.
0005	Santa Rosa	05	05	Explore Contract Education options with local food businesses.	Develop industry partners. Increase enrollment in certificate programs. Work closely with Hispanic student population.	2014/2015	Program would be run through Contract ed. Additional adjunct faculty. Public Relations and Graphics Services. Update Culinary brochure in both English and Spanish. Outreach to students through ESL.
0006	Santa Rosa	01	01	Increase Ethnic and Specialty Cooking course offerings.	Provide adequate number of sections for those students seeking Culinary majors.	2014/2015	Supervising Administrators. Continue to increase FTEF as permitted by Supervising Administrators.
0007	Santa Rosa	02	01	Develop hybrid model of Community Ed for Culinary, Wine Studies, and Ag	Create new revenue for District and to support the Culinary Center.	2014/2015	Additional adjunct faculty. Program would be run in collaboration with Community Education.

					Keep the Culinary Center and the Ag Pavilion active and open 7 days per week.		
0008	Santa Rosa	01	07	Expand Culinary Café days and hours of operation.	<p>Complete curriculum for new advanced culinary certificate program.</p> <p>Expand schedule of classes in the Department.</p> <p>Increase staffing to accommodate expanded business.</p> <p>Encourage more SRJC students to dine at Cafe.</p>	2014/2015	<p>Faculty and staff .</p> <p>Additional adjunct faculty.</p> <p>1 new 50% Counter Manager.</p> <p>Culinary Cubs and campus clubs for campus outreach.</p> <p>Culinary Cubs and campus clubs for campus outreach.</p>
0009	Santa Rosa	03	01	Development of simultaneously translated hybrid online courses.	<p>Support Hispanic student success.</p> <p>Increase International enrollments.</p>	2014/2015	<p>Faculty and staff time.</p> <p>Public Relations, Graphics Services, and SRJC's International Student Program.</p>
0010	Santa Rosa	01	07	Solve wine licensing issues.	Develop strategy to change State legislation to allow for wine service in Community College Culinary Programs.	2014/2015	<p>Faculty time to explore other options because faculty research and discussions have concluded that changing state law to enable wine service in the Culinary Café for the purpose of student wine education is not a realistic strategy.</p> <p>Administration support.</p>

6.2a Program/Unit Conclusions

Location	Program/Unit Conclusions
Santa Rosa	As stated in previous sections of the PRPP, there are several opportunities for new certificate development. The Department continues planning for these certificates, and has begun curriculum development.
Santa Rosa	The department has worked diligently with the local high schools in developing articulation agreements. The department currently offers two credit by exam courses so that advanced high school students have an opportunity to test out of these pre-requisite courses. The department will continue dialogue with the local high schools around articulation.
Santa Rosa	Fund raising is an ongoing focus of the department. The department continues to fundraise for needed equipment for the new Center. Contacts and relationships made with past and present Culinary Café and Bakery guests have contributed to commitments for over 2 million dollars in donations to the SRJC Foundation. Donations to the program in 2014 included small equipment, an oven, a wood-fired pizza oven, and electrical reels.
Santa Rosa	The department has concluded through conversations internally, with advisory committee, and with the President that a catering certificate is of the utmost need to the program and to the College to maximize the use of the new Culinary Center and the Ag Pavilion. This certificate can be instrumental in increasing much needed revenue.
Santa Rosa	<p>The new B. Robert Burdo Culinary Arts Center continues to be a success! Classes are full, demand is high, the Café and Bakery business has increased dramatically from the Brickyard era, and the Center itself is the showpiece that the College envisioned.</p> <p>However, several key building related items remain unfinished and/or are not working properly. The Building is now out of warranty. Although several items were identified before the warranty period expired, those items are still unresolved. Facilities Planning needs to follow through with the contractors or vendors to properly address each item that needs repair, replacement, or adjustment.</p> <p>With the experiences of the past year, the department is confident that it is ready to take on the goals that have been set out in this PRPP.</p>

6.2b PRPP Editor Feedback - Optional

—

6.3a Annual Unit Plan

Rank	Location	SP	M	Goal	Objective	Time Frame	Resources Required
0001	Santa Rosa	03	06	Increase food to go sales.	Create another opportunity for students food production. Increase revenues	2014/2015	Faculty time. With the installation of the wood-fired pizza oven, the students are able to produce pizzas for both dine-in and to-go sales. Faculty time. Operation of the wood-fired pizza oven during café service and representation by the Culinary Cubs at JC events where food is offered.
0002	Santa Rosa	01	07	Gain ability to sell food prepared by Culinary students on the college campuses.	Create new revenue for the Program and to support the Culinary Center. Representation on the College Food Service contract committee.	2014/2015	Faculty and staff time. Future planning is for the culinary program to develop curriculum that would enable the café to be open for breakfast service as well as expanding the café to offer dinner service. Faculty time.
0003	Santa Rosa	01	07	Open Culinary Café Patio for food service	Develop specifications for patio furniture. Complete electrical and concrete work on Patio. Install Pizza Oven	2014/2015	Furniture, electrical, and concrete work should all be covered under building construction budgets. The Pizza oven has been installed and is operational.
0004	Santa Rosa	02	01	Create new and revise existing certificates.	Complete curriculum for new catering program. Develop curriculum for all other new certificates listed in this PRPP.	2014/2015	Faculty and staff time. Curriculum is in progress. Faculty and staff time. Curriculum is in progress.
0005	Santa Rosa	05	05	Explore Contract Education options with local food businesses.	Develop industry partners. Increase enrollment in certificate programs. Work closely with Hispanic student population.	2014/2015	Program would be run through Contract ed. Additional adjunct faculty. Public Relations and Graphics Services. Update Culinary brochure in both English and Spanish. Outreach to students through ESL.
0006	Santa Rosa	01	01	Increase Ethnic and Specialty Cooking course offerings.	Provide adequate number of sections for those students seeking Culinary majors.	2014/2015	Supervising Administrators. Continue to increase FTEF as permitted by Supervising Administrators.
0007	Santa Rosa	02	01	Develop hybrid model of Community Ed for Culinary, Wine Studies, and Ag	Create new revenue for District and to support the Culinary Center.	2014/2015	Additional adjunct faculty. Program would be run in collaboration with Community Education.

					Keep the Culinary Center and the Ag Pavilion active and open 7 days per week.		
0008	Santa Rosa	01	07	Expand Culinary Café days and hours of operation.	<p>Complete curriculum for new advanced culinary certificate program.</p> <p>Expand schedule of classes in the Department.</p> <p>Increase staffing to accommodate expanded business.</p> <p>Encourage more SRJC students to dine at Cafe.</p>	2014/2015	<p>Faculty and staff .</p> <p>Additional adjunct faculty.</p> <p>1 new 50% Counter Manager.</p> <p>Culinary Cubs and campus clubs for campus outreach.</p> <p>Culinary Cubs and campus clubs for campus outreach.</p>
0009	Santa Rosa	03	01	Development of simultaneously translated hybrid online courses.	<p>Support Hispanic student success.</p> <p>Increase International enrollments.</p>	2014/2015	<p>Faculty and staff time.</p> <p>Public Relations, Graphics Services, and SRJC's International Student Program.</p>
0010	Santa Rosa	01	07	Solve wine licensing issues.	Develop strategy to change State legislation to allow for wine service in Community College Culinary Programs.	2014/2015	<p>Faculty time to explore other options because faculty research and discussions have concluded that changing state law to enable wine service in the Culinary Café for the purpose of student wine education is not a realistic strategy.</p> <p>Administration support.</p>