

# **Santa Rosa Junior College**

## **Program Resource Planning Process**

### ***Culinary Arts 2022***

#### **1.1a Mission**

The Culinary Arts Department provides quality education and training to students seeking entry-level positions in the food, wine, and hospitality industries. Our job and career preparation include:

1. Connecting students to the agricultural wealth of our county.
2. Acquainting students to local, organic food.
3. Inspiring students to cook seasonally and sustainably.
4. Training students for work in a variety of industry experiences.

#### **1.1b Mission Alignment**

The Culinary Arts Department mission matches SRJC's goals by:

1. Offering knowledge, skill-building and state-of-the-art skills training.
2. Initiating leadership in food and wine Career Education and economic development in Sonoma County and the greater Bay area.
3. Offering five certificates and two AA degrees.
4. Offering a wide range of Global & Specialty cooking courses to certificate students and to the larger Sonoma County community.
5. Hiring Department faculty who are representative of the cultural and occupational diversity of the students enrolled in the program.
6. Working collaboratively with many other departments within SRJC such as ESL, College Skills, Disability Resources Department, Nutrition, and Agriculture & Natural Resources.
7. Maintaining a strong link between Shone Farm and Culinary Arts to provide the "Farm to Table" experience for students.
8. Offering prerequisite certificate courses in Sonoma County jails.

## **Alignment with the Santa Rosa Junior College's Mission**

1. We focus on student learning by preparing students for transfer; by providing responsive career and technical education; and by improving students' foundational skills.
2. We provide a comprehensive range of student development programs and services that support student success and enrich student lives.
3. We support the economic vitality, social equity and environmental stewardship of our region.
4. We promote personal and professional growth and cultivate joy at work and in lifelong learning.
5. We foster critical and reflective civic engagement and thoughtful participation in diverse local and global communities.
6. We regularly assess, self-reflect, adapt, and continuously improve.

Following are Culinary Arts Department contributions to the College and to students, according to the above stated mission of Santa Rosa Junior College and the Goals and Objectives in the strategic plan:

### **A. Support Student Success.**

### **B. Foster Learning and Academic Excellence.**

Via its capstone courses, the Department operates two very visible and successful student-run businesses, the Culinary Café and Bakery. All items offered for sale in the Café and Bakery are produced on-site by students. The capstone courses are:

- o Restaurant Dining Room Service
- o Restaurant Kitchen
- o Production Baking
- o Specialty Production Baking

The capstone classes are integral to the program because they:

1. Allow students to gain experience in an ongoing "business" within curricular expectations, under the watchful eye of instructors.
2. Feature students in key roles of production, service, and station management.
3. Feature local and seasonal offerings including Shone Farm produce and value-added products.
4. Promote our programs to the general public while providing educational experience for the students.
5. Prepare students for the workplace.

The Department operates The Culinary Career Center. Culinary students participate in “experiential learning” and the community gains a direct connection to our program and our students. Over 400 employers in Northern California currently use the website system. The Culinary Career Center facilitates:

1. On-going departmental connection to students and alumni.

2. Employment opportunities for current students and alumni.
3. The resource to individuals, businesses and non-profit organizations seeking assistance at special events, including parties, fundraisers and festivals.

### **C. Serve our Diverse Communities**

Culinary students represent a cultural cross-section of cooks, farmers, doctors, teenagers, young adults, retirees, and career changers. The Department participates in a number of outside events with students including:

- o Women's History Month Luncheon
- o Sonoma County Harvest Fair
- o Gravenstein Apple Fair
- o Shone Farm events including Fall Festival
- o Day Under the Oaks
- o Employee networking events
- o Several high school outreach programs
- o ESL outreach

In an effort to encourage formerly incarcerated students to continue their studies post-release, the Department is currently offering two prerequisite lecture courses in the Sonoma County jail facilities.

### **D. Improve Facilities and Technology**

1. Issues of safety and sanitation, unique custodial needs, and health inspections determine where the department can offer classes.
2. Currently Shone Farm is undergoing renovations related to Measure H and is temporarily unavailable for culinary classes. The Department anticipates future collaboration with Ag/Natural Resources to offer courses in Shone's pavilion kitchen.
3. The Department offers two prerequisite lecture courses as on-line options.
4. Several Culinary Arts faculty are using the Canvas course navigator.
5. All faculty are using the college on-line portal system.
6. All Burdo classrooms feature "Smart" technologies.
7. Three mobile "Smart Boards" can be used in the teaching kitchens and classrooms.

### **Continual Needs:**

1. Timely repair of basic equipment, and serious maintenance issues such as:
  - o Light bulb replacements
  - o All outstanding facility requests
  - o HVAC disruptions to the building
  - o HVAC disruptions to the wine room
  - o HVAC disruptions to the chocolate tempering room.
  - o Occasional mold issue in the wine room
  - o Periodic elevator malfunction
  - o Regular walk-in refrigeration servicing
2. Student-use computer upgrades in student-entry area.
3. New computer for lobby digital display.

4. Computer upgrades to 9 office faculty and staff computers.
5. Fully district-funded heavy cleaning service.
6. Fully district-funded regular maintenance and equipment repair service.

#### **E. Establish a Strong Culture of Sustainability**

The Department is committed to sustainability as it relates to the following issues:

1. The “farm-to-table” movement.
2. Healthy eating habits.
3. Awareness of Food System issues and the environmental future.
4. Training students who will affect the future of food and its relationship to cultural shifts, agriculture, the economy, and the environment.

To support the above philosophy in cooking classes, the department:

1. Uses 100% organically grown produce.
2. Discourages highly processed foods.
3. Discourages foods with chemical additives.
4. Trains students to recycle, re-use, and compost.
5. Discourages waste.
6. Encourages water use awareness.
7. Collaborates with the JC Waste Diversion Technician to improve waste, recycling, and composting management.

#### **Continual Needs:**

1. Building-wide water softening system.
2. Parking lot energy-generating solar panels.
3. On-site composting digester.
4. Locked bicycle cage.
5. Fully district-funded heavy cleaning service.
6. Fully district-funded regular maintenance and equipment repair service.

#### **F. Cultivate a Healthy Organization**

#### **G. Develop Financial Resources**

#### **H. Improve Institutional Effectiveness**

The Culinary Department is a high profile, successful CE program with critical permanent staffing needs. Current support staff includes:

- o One Administrative Assistant III
- o Two Culinary Operations Specialists
- o One Culinary Retail Clerk (STNC)
- o One Counter Manager (vacant since 2018)

The indispensable Admin is partially funded and the Retail Clerk positions are fully funded by revenue generated from the Café & Bakery.

By spring 2022, the Department will be smaller with retirements of:

- o Two full-time faculty
- o Three adjunct faculty

The Department's instructional strength is the backbone of program sustainability and commitment to the workforce needs. SRJC Culinary Arts is a gastronomic magnet for students who come to study at the college and for employers looking for their workforce. In this large epicurean county, there is no other available professional training. Continued cultivation of culinary programming and stable instruction will ensure programmatic and institutional effectiveness.

**Continual Needs:**

1. Consistent commitment from district budgeting and resource allocation to fully fund support staff.
2. Replacement of one full-time faculty.
3. Fully district-funded heavy cleaning service.
4. Fully district-funded regular maintenance and equipment repair service.

## **1.1c Description**

**Description**

The Culinary Arts Department currently offers:

**Five CE certificates:**

1. Culinary Arts (21.5 units)
2. Baking & Pastry (20 units)
3. Restaurant Dining Room Service (3.5 units)
4. Front House Operations (8 units)
5. Restaurant Management (17.5 units)

**Two AA degrees:**

1. Culinary Arts (32 units)

2. Restaurant Management (18.5 units)

**Global & Specialty classes:**

1. As of Fall 2021, the Department has 66 active non-certificate culinary courses.
2. No prerequisites, open to members of the community who are interested in:
  - Improving their personal cooking skills
  - Improving their health and wellness
  - Eventually joining the certificate or degree programs
3. Emphasize eating locally, seasonally, and sustainably.
4. Provide culinary course offerings in a variety of specialty techniques such as Artisan Baking.
5. Provide culinary course offerings in a variety of global cuisines such as Regional Chinese.
6. Offered as electives toward the Culinary AA degree, Global & Specialty classes also have many certificate and degree students who serve as certificate program ambassadors.
7. Serve to promote all Department offerings.

**The Culinary Career Center serves as:**

1. The Department's in-house service for connecting job-seeking students and alumni to employers.
2. The culinary students' support in job-searching.
3. The program's direct connection to community and to students.
4. The program's direct connection to over 400 employers in Northern California who currently use The Culinary Career Center.

**The Culinary Career Center facilitates:**

1. On-going departmental connection to students and alumni.
2. Employment opportunities for current students and alumni.
3. The resource to individuals, businesses and non-profit organizations seeking assistance at special events, including parties, fundraisers and festivals.

**The Culinary Café & Bakery businesses serve:**

1. As capstone courses for students, preparing them for real-world work.
2. As the visible face of the College to the Sonoma County community.
3. To promote the Department, programs and courses.
4. As program revenue generation.

## **1.1d Hours of Office Operation and Service by Location**

### **Hours of Office Operation and Service by Location**

Two 8-week sessions in Fall and Spring semesters

One 8-week session in Summer

Location: B. Robert Burdo Culinary Arts Center

Monday-Friday 7:00 am-10:00 pm

### **Certificate and degree courses for:**

- Culinary Arts
- Baking and Pastry
- Front House Operations
- Restaurant Dining Room Service
- Restaurant Management

### **Ethnic & Specialty cooking classes:**

- Offered evenings and weekends
- Designed for the continuing professional, for the general public, and for certificate students

### **The Culinary Café and Bakery general public hours:**

Location: B. Robert Burdo Culinary Arts Center

Thursday-Friday 8:30 am-2:00 pm

Consistent with College calendar

The Department aspires to expand operations to include additional days and hours of operation yet to be determined and in-line with curriculum revision.

The Department hopes eventually to expand the certificate offerings to include certificates in:

- Butchery
- Charcuterie
- Plant-based Cooking
- Catering
- Bread Baking
- Confectionery Craft
- Food Entrepreneurship

### **Culinary Arts Center staffing includes:**

One, 100% Classified AAIII: 8 hours per day, M-F (12 months)

- 10% of salary paid from Cafe/Bakery revenue

- One, 100% Classified Culinary Operations Specialist: 8 hours per day M-F (12 months)
- One, 80% Classified Culinary Operations Specialist: 8 hours per day M-F (11 months)
- One, 45% Classified Culinary Retail Clerk: 18 hrs/week W-F 7:30am-2:30pm w/one-hour lunch (12 months) (vacant)
  - o 100% of salary paid from Café/Bakery revenue

**Need to Fill Vacancy:**

One, 45% Classified Heavy Cleaner: 18 hours per week, M-T 6-9pm and W-F 4-8pm (Partly paid from Café revenue.) ***This position is currently vacant and has been since July 2017.***

**Continual Needs:**

1. Consistent commitment from district budgeting and resource allocation to fully fund support staff.
2. Fully district-funded heavy cleaning service.
3. Fully district-funded regular maintenance and equipment repair service.
4. Staff coverage for the numerous evening and weekend classes held in the Burdo Center,

The Department no longer offers classes at Shone Farm Dutton Pavilion because there is insufficient staff/janitorial support. An upgrade of the kitchen facilities is underway to meet instructional needs and minimum Sonoma County Health Department standards.

## **1.2 Program/Unit Context and Environmental Scan**

**Program/Unit context and environmental scan:**

1. The Department offers affordable training for students to obtain solid entry-level jobs so they can quickly advance and hone their skills over the course of a career.
2. The interest in culinary careers continues to climb.
3. The job market demand for SRJC culinary graduates is extremely strong.
4. Intensive Department programs allow students to achieve certificates quickly and find employment while continuing their general education.
5. Very few culinary students transfer to 4-year schools because the focus of our programs is on workforce development.
6. Over the last two academic years the Department has seen a decrease in the number of students working toward certificates and majors. The Covid-19 pandemic severely impacted enrollments in the program.

**Reasons for Overall Enrollment Decline:**

1. The effect of COVID-19:



- a. Cancellation of classes presented completion of certificates and degrees.
  - b. Transition to online learning did not benefit student learning.
  - c. Lack of access to reliable technology disrupted student learning.
  - d. Students' personal lives – from child care issues to family illness – interrupted their education plans.
  - e. Students' mental health was negatively impacted.
2. On-going shifting population demographics because of the 2017-2019 Sonoma County fire events.
  3. The rising cost of living in Sonoma County.
  4. Due to the current booming job market, potential students are working full-time instead of taking classes.
  5. Continued schedule reductions dissuade students from enrolling. They are discouraged by not being able to complete in a timely way.

### **Solutions and Adapting:**

1. Continued curriculum review with plans to shorten certificates without affecting instructional quality.
2. Hybridizing appropriate courses.
3. Offering on-line versions of lecture courses.
4. Offering new Global & Specialty courses.
5. Scheduling classes to accommodate working students' needs.

### **The Culinary Career Center and Job-Match Program:**

Offers indispensable support in helping culinary students get the jobs for which they train. 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 food and hospitality businesses 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.

### **High School Outreach and Program Promotion:**

The Department works cooperatively with several local high school culinary programs and has career pathways in place with most of these schools.

The Department promotes its programs by:

1. Working closely with High School instructors to determine how best to create a seamless path to the Culinary Arts Program, via articulation or dual enrollment.
2. Hosting informational meetings and tours for high school culinary teachers and counselors.
3. Hosting informational luncheons for high school students and their instructors.

4. Hosting an annual event for high school student and their parents.
5. Working with the office of Student Outreach and the office of Dual Enrollment Pathways and Partnerships.

### **Industry Trends and Collaborations:**

The local food, wine, and tourism industries have just begun to recover from the 2017-2019 Sonoma County fire events and the most recent Covid-19 pandemic.

Northern California is at the center of the national “locavore” food movement. The Culinary Arts Department is in a unique position to support issues of sustainability concerning the current food system.

1. Sonoma County is home to dozens of organizations involved in the promotion of growing, purchasing, cooking and eating local, healthy, sustainable foods. This movement has provided impetus to expand sustainable farming practices, helping the local economy and supplying fresh foods to the restaurant industry and to local farmer's markets. Local food is a trend that consumers have embraced.
2. The Culinary Arts Department is particularly well-situated for offering professional training in a large agricultural county. As part of the Ag/Natural Resources cluster, we are in step with these growing trends. As the interest in sustainably produced local food grows, the interest in cooking and healthy eating continues to grow. The department anticipates future enrollment growth as we respond with appropriate new and innovative cooking courses.
3. The Department continues to improve collaboration with the Ag Department, Shone Farm, and the local farming community. The combination of agriculture and gastronomy offers the Culinary Art Department a unique opportunity for leadership within the larger hospitality industry.
4. SRJC's ESL department offers a *Culinary for ESL* program that is a great pathway for non-English speakers to enter into the program and ultimately into the workforce.
5. 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.

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.

## 2.1a Budget Needs

### 2.1A

#### **Culinary Art's Considerations and Requirements for Budget Management:**

##### **Our department manages:**

1. Two revenue budgets.
2. Four expense budgets.
3. Lab-intensive courses with "consumable food" course fees.
4. Food supplies subject to perishability and market fluctuations.
5. Lab-intensive courses requiring specialty equipment use with associated maintenance and repair costs:
  - o Facility features \$2M+ in needed equipment for student-training
  - o Equipment requires regular maintenance, repair, safety inspection, upgrades, and modernization
  - o Course, degree, and certificate SLOs are used to determine training and equipment needs
  - o Industry recommendations from advisory committee are solicited to help in determining equipment and training needs

#### **5659 Equipment Maintenance and Repair Budget:**

This budget is woefully inadequate for a facility that utilizes over \$2M+ in instructional equipment for student training. The budget needs to be increased to a reasonable level so that the instructional equipment can be maintained and repaired in a timely manner to avoid disruptions to classes.

1. Budget allowance for 2021-2022: \$5,269 (for 2018-2019 the repair budget was \$5,263).
2. Equipment maintenance and repair spent to date as of 3-2022: \$5,060 (as of 4-2019 this amount was \$11,337).
3. Any deficit is being temporarily resolved by VP of Academic Affairs.

#### **5540 Linen Service:**

All Culinary Arts lab classes use sanitation towels to wipe and clean surfaces. These towels are provided to the Department by a linen service. For 2021-2022 fiscal year the Department has had to transfer funds from the District 4390 account to supplement the linen service account. This District 5540 linen account should be increased from \$2,000 to a realistic budget, based on costs, to \$4,000.

#### **5190 Other Consulting Services:**

This account should be increased to cover the increase in costs for the Department's Point of Sale system contract (The POS system is a training tool used by students in the Front House/Restaurant Management programs.), facility deep-cleaning and miscellaneous permits required for class production.

#### **Facility Maintenance of Specialty Labs and Public Entertainment Spaces:**

Deep cleaning and sanitation of our facility is inconsistent and sporadic.

We are subject to County Health Department inspection, and to upholding our reputation within the community and our industry.

Needed increase in District facilities budget to pay for regularly scheduled facility deep cleanings of four labs, to include:

- o All stoves
- o All ovens
- o All floor drains
- o All kitchen hoods
- o Three sculleries
- o Power-washing for floor mats and garbage/recycling/compost area

**4390 Operational Supplies:**

Food costs are volatile and affected by inflation. Student fees *partially* cover necessary expenses. Apart from these food costs, an increase in the Department's operational supply budget is needed to offset the rising costs of items that cannot be charged to the student fee-based account, such as:

- o Trash bin liners
- o Dish-washing machine chemicals
- o Hand-washing soap
- o Sanitation tablets
- o Germicidal bleach
- o Laundry detergent
- o Single-use latex and non-latex gloves
- o First-aid supplies

**Summary of Budget Needs and Requests:**

Critical toward maintaining program and course-level SLOs:

1. Replace reactive response with a realistic fund for equipment maintenance and repair and linen service.
2. Annual increase to the supplies budget.
3. Department and administration collaborative review of all costs and budgets necessary to run our programs.

## 2.1b Budget Requests

Rank	Location	SP	M	Amount	Brief Rationale
0001	Santa Rosa	01	01	\$14,000.00	Increase the District equipment repair and maintenance budget to cover realistic repair and maintenance costs of over \$2 million in equipment. Currently the Culinary Department District repair and maintenance budget is \$5,269.
0002	Santa Rosa	01	01	\$15,000.00	Needed increase in operational supply account to offset the rising cost of single-use items necessary for student training. These items, such as dish-washing chemicals, sanitation tabs, trash bin liners and single-use latex gloves cannot be charged to the student fee-based account.
0003	Santa Rosa	01	01	\$4,000.00	All Culinary Arts lab classes use sanitation towels to wipe and clean surfaces. These towels are provided to the Department by a linen service. For 2021-2022 fiscal year the Department has had to transfer funds from the District 4390 account to supplement the linen service account. This District 5540 account should be increased from \$2,000 to a realistic budget, based on costs, to \$4,000.
0004	Santa Rosa	08	01	\$30,000.00	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.

## 2.2a Current Classified Positions

Position	Hr/Wk	Mo/Yr	Job Duties
Administrative Assistant III	40.00	12.00	Creates requisitions. Monitors class and department budgets. Balances Café deposits. Initiates transfers of expenditures and budget transfers. Tracks invoices. Generates schedule change forms, PAFs. Maintains Department web site. Supervises STNC employees. Assists chair with correspondence, meeting minutes, etc. **Partially paid by the Department**
Culinary Operations Specialist	32.00	12.00	Maintains kitchens, storerooms, laundry, supervises STNC and student workers, oversees cashier/baristas 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. VACANT since July 2017.
Culinary Retail Clerk	18.00	12.00	Performs day-to-day tasks in the retail bakery and café, follows all cashier and point of sale (POS) procedures, provides customer service, assists with cleaning of the café, bakery, production kitchen(s) and food storage areas, and ensures that the café/bakery operation runs efficiently. Position currently VACANT. Currently paid out of operational revenue.
Culinary Retail Clerk	18.00	12.00	Position currently VACANT. Currently paid out of operational revenue.

## 2.2b Current Management/Confidential Positions

Position	Hr/Wk	Mo/Yr	Job Duties
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## 2.2c Current STNC/Student Worker Positions

Position	Hr/Wk	Mo/Yr	Job Duties
STNC Counter Manager	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. This position has been converted to a Classified position but remains vacant as of April 2018. STNC's will only work until formal hiring is completed. Currently VACANT.
STNC Lead 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. This position has been converted to a Classified position but remains VACANT as of April 2018.
STNC Lab Assistant	25.00	12.00	Supports the department by helping to maintain labs in the Culinary Center. Currently VACANT.

## 2.2d Adequacy and Effectiveness of Staffing

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

As a CE program running two businesses open to the public, our staffing needs are unique.

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

No. There are vacant positions that have not been filled:

- o One heavy cleaner
- o Two Culinary Retail Clerks
- o STNC Lab Assistants (number varies semester to semester)

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

Yes, we have a strong, busy, and efficient staff, all necessary for the continued success of the programs.

## 2.2e Classified, STNC, Management Staffing Requests

Rank	Location	SP	M	Current Title	Proposed Title	Type
0001	Santa Rosa	01	07	Counter Manager 11 months	Counter Manager 50% 11 month (District paid)	STNC
0002	Santa Rosa	04	07	Heavy Cleaner	Custodial Maintenance Technician	Classified

## 2.3a Current Contract Faculty Positions

Position	Description
Faculty	Chef Instructor Culinary (3)
Faculty	Instructor Front House and Restaurant Management (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 do not anticipate any retirements in the next two years.

Current Faculty:

1 - under 50

3 - 55-65

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

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

#### 1. How difficult is it to recruit in this discipline?

##### Hiring Difficulties are Due to:

1. On-going uncertainties of course schedule reductions.
2. Finding industry-experienced candidates who meet the minimum qualifications.
3. Finding qualified candidates with teaching skills.
4. The College's daunting hiring process discourages qualified candidates.
5. The lengthy hiring process, candidates find work elsewhere.
6. Not equating acceptance into the adjunct pool with an actual work assignment.
7. Lack of serious review of the unique hiring considerations for career education programs.

#### When was the last time you interviewed for the adjunct pool in each discipline?

One adjunct instructor hired in Fall, 2021.

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

No.

1. The Department currently has 4 contract and 13 associate faculty.
2. Three associate faculty have left the department in the last 2 years.

#### Needs for new faculty to accommodate the following department changes and goals:

1. Classic skills coupled with industry-fresh ideas are necessary to keep the programs current.
2. Desire to offer on-line and hybridized courses.
3. Desire to expand Global & Specialty course offerings.
4. Desire to offer innovative curriculum changes and planned certificates, to include:

- Butchery
  - Charcuterie
  - Plant-based Cooking
  - Catering
  - Bread Baking
  - Confectionary Craft
  - Food Entrepreneurship
5. Perpetual plan to increase the Café & Bakery business hours.
  6. Necessity for trained substitute instructors to avoid class cancellations.
  7. Intention to increase collaboration with Sustainable Ag, Shone Farm, and the local farming community.
  8. Aim to increase use of our platform and opportunity for leadership within the larger arenas of agriculture, hospitality and food system sustainability.
  9. Continued and increased collaboration with ESL and the *Culinary for ESL* course. This class is a pathway for non-English speakers to enter into our programs and ultimately into the workforce.

In a county that celebrates food and wine, both culturally and economically, we have a leadership role. As a JC program with a very public face, we have a unique opportunity and obligation to maintain the College's solid reputation. Ensuring adequate qualified faculty staffing is essential to achieving this goal.

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

**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 four full-time faculty out of the classroom for a necessary 61% reassigned time, much of which is used to oversee the retail and building operations, and equipment issues.

One full-time faculty is currently on indefinite personal leave. One associate faculty is currently on indefinite personal leave. We do not have adequate instructional coverage to accommodate sabbaticals, extended leaves or even needed substitutes for brief illness.

### 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 replace retirees and to expand programs in accordance with changes in the hospitality industry as requested by our Advisory Committee.
0002	Santa Rosa	01	01	Culinary Arts	Additional Associate 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

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

The Culinary Arts Department has ranked 4 **instructional equipment** (2.4c) requests based on need and the possibility of having to be replaced in the next 3 years.

1. Our Micros Point of Sale System, used both in classes to train students and also by employees in our café and bakery businesses, is now 10 years old. This aging software, hardware, and program needs to be updated to address industry currency, as well as the needs of our businesses.
2. The ice machine is over 10 years old (it was brought over from the Brickyard) and needs regular servicing due to the building's hard-water. Filter replacement on the unit is required 1-2 times per year.
3. Globe mixers are needed as ones in use are nearing the end of their service life.
4. New computer to run the lobby digital display at Burdo. Media Services has stated that the computer is broken and needs to be replaced. This computer provides an instructional display of a wealth of program information as well as college-wide information to students.

All other instructional equipment in the department's list has a rank of zero. We don't believe there will be a need for any of this equipment to be replaced within the next 3 years. However, we want to keep it listed for historical purposes and to rank again should the need arise in the future.

The Culinary Arts department has ranked 4 **non-instructional equipment** (2.4d) requests based on need and the possibility of having to be replaced in the next 3 years.

1. Utility carts are in constant use and in high demand when classes are in session. They support moving product from the ground floor to the second floor of the building.
2. Retail bakery furniture is needed for indoor and outdoor service.
3. Public space artwork is desired to brighten up the walls of the café and bakery as well as classrooms and hallways in public areas.
4. Scullery sanitizing machines are in constant use when classes are in session.

All other non-instructional equipment in the department's list has a rank of zero. We don't believe there will be a need for any of this equipment to be replaced within the next 3 years. However, we want to keep it listed for historical purposes and to rank again should the need arise in the future.



## **2.4c Instructional Equipment Requests**

Rank	Location	SP	M	Item Description	Qty	Cost Each	Total Cost	Requestor	Room/Space	Contact
0000	Santa Rosa	01	01	Matfer Bourgeat Trolley for Guitar Candy Slicer	1	\$1,500.00	\$1,500.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Matfer Bourgeat Double Guitar Candy Slicer	1	\$1,400.00	\$1,400.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	DSLR Camera plus accessories	1	\$2,500.00	\$2,500.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Espresso Machine	1	\$9,000.00	\$9,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Replacement Plates	1	\$10,000.00	\$10,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	02	01	Case of Silverware	1	\$3,000.00	\$3,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	02	01	Case of Glassware	1	\$3,000.00	\$3,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Hot Holding and Proofing Cabinet	3	\$5,000.00	\$15,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Heat Lamps for Café service	3	\$3,000.00	\$9,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Dough Cutter attachments	2	\$600.00	\$1,200.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Pacojet Canisters	1	\$1,200.00	\$1,200.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Full-size electric smoker	1	\$12,000.00	\$12,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Demo mirror	1	\$2,000.00	\$2,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer



Rank	Location	SP	M	Item Description	Qty	Cost Each	Total Cost	Requestor	Room/Space	Contact
0000	Santa Rosa	01	01	Display Case for Retail Bakery	2	\$4,000.00	\$8,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Blodgett Double-Stack Convection Oven	1	\$22,000.00	\$22,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Blodgett Gas Double Oven	1	\$30,000.00	\$30,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	02	01	Under counter refrigeration for teaching kitchens	4	\$3,000.00	\$12,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	02	01	84" Smartboard	1	\$12,000.00	\$12,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Pacojet	1	\$6,000.00	\$6,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Wood-Burning Pizza Oven	1	\$20,000.00	\$20,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Under-Counter Freezers	4	\$5,000.00	\$20,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Meat Slicer	2	\$700.00	\$1,400.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Vacuum Sealer	1	\$5,000.00	\$5,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Scullery Sanitizing Machine	3	\$8,000.00	\$24,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Reversible Dough Sheeter	1	\$10,000.00	\$10,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	5 Qt. Standing Mixers	18	\$1,000.00	\$18,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer

Rank	Location	SP	M	Item Description	Qty	Cost Each	Total Cost	Requestor	Room/Space	Contact
0000	Santa Rosa	01	01	20 Qt Mixer with stand and castors	3	\$6,000.00	\$18,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	60 Qt Mixer	1	\$17,000.00	\$17,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	80 Qt. Mixer	1	\$25,000.00	\$25,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Robot Coupe Food Processor and Accessories	6	\$3,000.00	\$18,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Coffee Grinder	2	\$1,500.00	\$3,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Immersion Blenders	6	\$250.00	\$1,500.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Large Immersion Blender	1	\$7,000.00	\$7,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Vacuum Cleaner	1	\$500.00	\$500.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Steam Cleaner	1	\$250.00	\$250.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Steam Kettle--80 Gallon	1	\$35,000.00	\$35,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Steam Kettle--6 Gallons	1	\$18,000.00	\$18,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Dining Room Tables	4	\$250.00	\$1,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Blodgett Combi Oven	2	\$40,000.00	\$80,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer

Rank	Location	SP	M	Item Description	Qty	Cost Each	Total Cost	Requestor	Room/Space	Contact
0000	Santa Rosa	01	01	Podium	2	\$800.00	\$1,600.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Grain Mill	1	\$7,500.00	\$7,500.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Steam Oven	1	\$25,000.00	\$25,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Dining Room Chairs	12	\$150.00	\$1,800.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Single Automatic Coffee Brewer	1	\$1,000.00	\$1,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	05	01	Composter/digester	1	\$40,000.00	\$40,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Digital Scales	12	\$100.00	\$1,200.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Blenders and Accessories	8	\$300.00	\$2,400.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Pots and Pans	50	\$100.00	\$5,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Industrial conveyor toaster	1	\$950.00	\$950.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Industrial scale and stand	1	\$1,000.00	\$1,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	01	01	Proofing boxes	5	\$4,000.00	\$20,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0001	Santa Rosa	02	01	Point of Sale System hardware for Culinary Arts restaurant and bakery classes	1	\$20,000.00	\$20,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer

Rank	Location	SP	M	Item Description	Qty	Cost Each	Total Cost	Requestor	Room/Space	Contact
0002	Santa Rosa	01	01	Ice Machine for class use	1	\$9,000.00	\$9,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0003	Santa Rosa	01	01	Double-stack steam oven	1	\$18,000.00	\$18,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0004	Santa Rosa	01	01	Computer for instructional display in Burdo hallway	1	\$2,500.00	\$5,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer

## 2.4d Non-Instructional Equipment and Technology Requests

Rank	Location	SP	M	Item Description	Qty	Cost Each	Total Cost	Requestor	Room/Space	Contact
0000	Santa Rosa	08	01	Movable room divider screens	6	\$200.00	\$1,200.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	04	01	Media projector	1	\$1,000.00	\$1,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	04	07	Amplifier for audio/paging system	1	\$1,500.00	\$1,500.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	04	01	Portable Classroom whiteboards	2	\$1,500.00	\$3,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	05	03	Composter/digester	1	\$40,000.00	\$40,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	04	07	Patio sales cart	1	\$1,200.00	\$1,200.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0000	Santa Rosa	03	05	10x20 Pop-up shade	1	\$2,500.00	\$2,500.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0001	Santa Rosa	04	07	Utility carts	6	\$250.00	\$1,500.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0002	Santa Rosa	03	05	Retail bakery furniture	10	\$500.00	\$5,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0003	Santa Rosa	01	06	Public Space Artwork	10	\$1,000.00	\$10,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer
0004	Santa Rosa	04	07	Scullery sanitizing machine	3	\$8,000.00	\$24,000.00	Betsy Fischer	Burdo Culinary Arts Center	Betsy Fischer

**2.4f Instructional/Non-Instructional Software Requests**

Rank	Location	SP	M	Item Description	Qty	Cost Each	Total Cost	Requestor	Room/Space	Contact
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## **2.5a Minor Facilities Requests**

Rank	Location	SP	M	Time Frame	Building	Room Number	Est. Cost	Description
0000	Santa Rosa	05	07	Urgent	Burdo Culinary Arts Center	Laundry	\$10,000.00	Installation of dryer vent to outdoors.
0000	Santa Rosa	04	07	Urgent	Burdo Culinary Arts Center	All Teaching Kitchens	\$20,000.00	Widening of doorways to accommodate the entry or exit of large equipment. This includes; bakery/4922, TK1/4923, TK2/5023 and café kitchen/4925.
0001	Santa Rosa	06	02	Urgent	Burdo Culinary Arts Center	Downstairs alcove at water fountain loc.	\$1,000.00	Burdo was not included in the initial plan for water station placement. We have an area where 2 water fountains are located that water stations can replace.
0002	Santa Rosa	04	07	Urgent	Burdo Culinary Arts Center	Entire Building	\$10,000.00	Water softening system for the entire building. Already hard water is causing premature failures of equipment due to mineral scale.
0003	Santa Rosa	04	07	Urgent	Burdo Culinary Arts Center	TK1, Cafe kitchen, TK2, Retail Bakery	\$20,000.00	Electrical service is insufficient for equipment requirements.
0004	Santa Rosa	04	01	Urgent	Burdo Culinary Arts Center	Outside patio	\$10,000.00	Lighting for the outside patio, specifically to illuminate the area around the wood-burning oven and also lighting around the trash/compost area. Important for security for evening classes.
0005	Santa Rosa	04	07	Urgent	Burdo Culinary Arts Center	All sculleries	\$10,000.00	New and/or maintenance of plumbing hardware in all sculleries and teaching kitchens.
0006	Santa Rosa	04	07	Urgent	Burdo Culinary Arts Center	Teaching Kitchen #1	\$10,000.00	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.
0007	Santa Rosa	01	01	Urgent	Burdo Culinary Arts Center	Ice Cream/Chocolate room/4932	\$1,000.00	This room was to have been suitable for the production of ice cream and the working of chocolate. These tasks require temperature and humidity controls located in the actual room. This room has failed to meet State Dairy inspector requirements. This room needs to be brought up to State standards so that the students in this program are able to practice the skills set forth in the curriculum.
0008	Santa Rosa	04	07	Urgent	Burdo Culinary Arts Center	All sculleries	\$24,000.00	Scullery sanitizing machines



Rank	Location	SP	M	Time Frame	Building	Room Number	Est. Cost	Description
0009	Santa Rosa	04	07	Urgent	Burdo Culinary Arts Center	Wine Room	\$10,000.00	There is an occasional issue with mold in the wine room. It was attended to in 2017 but in 2022 the mold has reappeared.
0010	Santa Rosa	04	07	Urgent	Burdo Culinary Arts Center	Various Rooms	\$1,900.00	Need Facilities to schedule replacement water filters for the ice machine twice per year as well as in-line filters for the Front House beverage station twice per year so that the equipment operates efficiently.
0011	Santa Rosa	01	01	Urgent	Burdo Culinary Arts Center	Retail Bakery	\$200.00	Be placed on a schedule to have the rubber gaskets for the espresso machine replaced every 4-6 months. Students in CUL 255 Production Baking learn to make coffees using this machine.

## 2.5b Analysis of Existing Facilities

### 2.5b

#### Summary of Culinary Arts 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:

1. Unusually small (by commercial standards) doorways into all teaching kitchens have proven problematic when moving large equipment in or out. Excessively high fees and labor, to disassemble equipment, which needs moving, has been the result. Widening doorways into all teaching kitchens (TK1/4923, TK2/5023, Bakery/4922 and café kitchen/4925) is a necessary solution.
2. Improper ventilation from the dryer in the laundry room (5006) is a clear fire hazard. This potential risk should be remedied immediately.
3. Continuous and ongoing problems with the delivery of hot water throughout the building. This is a violation of Sonoma County Health Code regulations and the Café could potentially be closed if a Major Violation is noted. Additionally, poor quality plumbing hardware, which is now 10 years old, needs to be repaired or replaced in all sculleries.
4. Adjustment of the automated sinks to correct for temperature fluctuations.
5. The culinary arts building is wired with insufficient electrical capabilities in all teaching kitchens. A few teaching kitchens (TK1/4923, Retail Bakery/4932, Café kitchen/4925) have immediate limitations to operate necessary equipment.
6. Entry and exit doors continuously need adjusting and the weather stripping needs to be replaced per Sonoma County Health regulations.
7. There is an occasional issue with mold in the wine room. The issue was addressed in 2017. In 2022 the mold has reappeared in this room. This is a health and safety issue that should be promptly addressed.
8. Lighting in outdoor/student spaces, particularly near the wood fired pizza oven and also the trash/compost area are insufficient and dangerous in the dark of night.
9. Floor drain in TK1/4923 is insufficiently shallow. It does not safely drain liquids from the nearby steam kettle. This presents a danger to students, with HOT overflowing water. Drain needs to be made larger (deeper).
10. Numerous large pieces of commercial equipment in the culinary center require water. Costly repairs to existing pipes in addition to said equipment has been the result of our hard city water. A building-wide water softener would eliminate these excessive costs.
11. The Ice Cream and Chocolate room (4921) were supposed to have been designed and built in compliance with all governing agencies. The failure to meet these minimal requirements has left this room severely limited in its ability to meet program SLOs.
12. Many of the A/V Media systems are incomplete or need updating.
13. 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.

14. Custodial support continues to be inadequate for our busy and well-used facility. With the Culinary Café and Bakery open, the building is very much in the public eye and the level of custodial support is inadequate. The building is open to serve food to the public and MUST be maintained to a minimum level of cleanliness. The current staffing assigned to the Culinary Arts Center is inadequate to do the job.

The Culinary Arts Department would like to make the Culinary Arts 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/digesting in a move towards zero waste, is the number one goal.

### **3.1 Develop Financial Resources**

#### **Strategic Plan Goal G: Develop Financial Resources**

The Department operates two successful student-run businesses. The Culinary Café & Bakery serve as capstone courses for students entering the job market. The businesses generate operational revenue to offset district shortfalls to our program. Without this revenue, the programs would not be able to maintain the current quality of instruction or preserve the reputation for highest standards in the culinary industry.

The Department also:

1. Applies for CTE funding to supplement equipment expenses, including 50K awarded in 2019 and \$50K awarded in 2021.
2. Offers two Department-funded scholarships.
3. Offers 14 outside scholarships.
4. Manages enrollments by critically evaluating and balancing course offerings with students’ needs.
5. Manages enrollments by critically evaluating and balancing course offerings with industry needs.

#### **Continual Needs:**

1. Consistent commitment from district budgeting and resource allocation to fully fund support staff.
2. Replacement of one full-time faculty.
3. Fully district-funded heavy cleaning service.
4. Fully district-funded regular maintenance and equipment repair service.

## **3.2 Serve our Diverse Communities**

### **Recruitment/Diversity:**

1. In a department of diverse faculty and staff, we are mindful of diversity in all aspects of our hiring practices.
2. When hiring, department committees request HR outreach to a diversity of sectors.
3. In line with the College mission, the Department includes interview questions regarding diversity and cultural sensitivity.
4. Faculty regularly outreach to the diverse county landscape of chefs and food business owners.

### **Departmental Promotion of Diversity Includes:**

1. Offering a wide range of Global & Specialty cooking classes for the continuing professional as well as the community. Sixty-six Global & Specialty cooking courses are currently active on the Department's list of approved courses.
2. Expanding the curriculum to include courses that represent a wide range of cuisines from around the globe.
3. Expanding the Culinary Café & Bakery menus to include representative foods from our student cultures.
4. Close collaboration with the ESL department to outreach to our international student population including an "ESL for Culinary" class.
5. Close collaboration with DRD, College Skills, and Student Health Services.
6. Full-time faculty members participation in diversity programs when offered by the College on PDA days.
7. Faculty participation in Spanish language-learning opportunities.
8. Faculty participation in the College IGNITE program which offers our prerequisite lecture courses in Sonoma County jails.

## **3.3 Cultivate a Healthy Organization**

### **Respecting Strategic Plan Goal objective to cultivate an inclusive and diverse organizational culture that promotes employee engagement, growth, and collegiality, the department:**

1. Holds frequent full-time faculty and staff meetings where all departmental issues are discussed and decided as a group.
2. Holds regular full department meetings to keep everyone updated and to encourage participation in departmental decisions.
3. Honors requests of staff for professional development.

4. Honors requests of staff for scheduling flexibility.
5. Honors requests of staff for personal development.
6. Continues emotional support for current faculty and staff who suffer from on-going serious chronic health issues.
7. Offers retail and building safety trainings with SRJC Police Department.
8. Encourages intra-faculty mentoring.
9. Collaborates with DRD, College Skills, and Student Health Services.

### 3.4 Safety and Emergency Preparedness

#### **Injury and Illness Prevention Program (IIPP)**

**According to the District’s Injury and Illness Prevention Program, found in District Policy 6.8.2 and Procedure 6.8.2P, the Department:**

1. Needs to be reviewed with each employee at least once per year.
2. Identify steps taken to review this program.
3. Contact Environmental Health and Safety (524-1654) for assistance.

#### **FALL 2022**

With assistance from the Emergency Management Specialist, the Department has developed the Building Emergency Action Plan for the Burdo Culinary Arts Center. It identifies emergency response systems specific to the Culinary Arts Department including area of refuge; locations of first aid kits and stair chairs; handling open flames and hood vents; cash drawer procedures; and lockdown protocols.

Currently, the Culinary Operations Specialists maintain the Hazard Communication Plan for:

- Chemicals inventory
- MSDS
- Container labeling

#### **Continual Needed Safety Trainings:**

1. Fire, earthquake and disaster preparedness.
2. Elevator emergencies.
3. Fire extinguishers.
4. Public threats to retail area, including panic button use.
5. Evacu-Trac Chair.
6. Active shooter threats.
7. Crisis intervention.
8. B-CARE Kognito online trainings.

<b>Building</b>	<b>BSC Area</b>	<b>ASC Area</b>	<b>Name</b>	<b>Department</b>	<b>Responsible Area</b>	<b>Management Support</b>
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#500 Burdo	B/500	A/500-1	Betsy Fischer	Culinary Arts	1 <sup>st</sup> Floor- CUL	Benjamin Goldstein
		A/500-2	Betsy Fischer	Culinary Arts	Retail Bakery	Benjamin Goldstein
		A/500-3	Jenny Anderson	Culinary Arts	2 <sup>nd</sup> Floor-CUL	Benjamin Goldstein
		A/500-4	Jenny Anderson	Culinary Arts	2 <sup>nd</sup> Floor-CUL offices	Benjamin Goldstein

### 3.5 Establish a Culture of Sustainability

The nature of culinary training is extremely energy consuming. Water and refrigeration use are exorbitant. The Burdo building's entire third floor, several large 2<sup>nd</sup> floor rooms, and the outdoor south side are all spaces dedicated to mechanical, technical, and water operations.

#### The Department takes seriously the responsibility for:

1. Training future employees and leaders in the shift toward a more sustainable food system.
2. Teaching our students to understand their roles in affecting the future of food and its relationship to cultural shifts, agriculture, the economy, and the environment.
3. Working toward a departmental goal of zero waste across all culinary classes.
4. Improving an effective glass, plastic, paper, cardboard single-stream recycling program.
5. Recycling all used cooking oils.
6. Using 100% organic produce, flours, grains, and stock goods for certificate classes.
7. On-going commitment to find affordable ways to increase our dedication to organic and local food sourcing and purchasing.
8. Composting 95% of kitchen scraps.

#### Continual needs and consideration toward sustainability:

1. Faculty sustainability training.
2. Installation of the geothermal system that was part of the original construction plan. Cost over-runs eliminated it, but the infrastructure for this energy-saving system is in place when needed funds become available to support its installation.
3. Addressing several on-going correctable post-construction glitches that cause power, water waste, and increase operating costs. These include:
  - Water pressure
  - Water temperature
  - Power outage alarm system
  - Elevator mechanical insecurity
  - Outside lighting
4. Building-wide water softening system.
5. Parking lot energy-generating solar panels.
6. On-site composting digester.

7. Locked bicycle cage.
8. Fully district-funded heavy cleaning service.
9. Fully district-funded regular maintenance and equipment repair service.

## 4.1a Course Student Learning Outcomes Assessment

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

1. All five certificate-level SLOs.
2. All SLOs for our two AA degrees in Restaurant Management and Culinary Arts.
3. All course-level SLOs in the five certificates.
4. SLOs for 28 Global & Specialty cooking courses offered.

### **Continual Plan by 2022:**

1. Continue to assess all SLOs from courses in a timely manner.
2. Assess **66 active** Global & Specialty cooking courses scheduled at irregular intervals. Assess SLOs for elective Global & Specialty cooking courses that are not offered every semester at the end of the semester in which they are taught.
3. Assess certificate courses that are offered each semester regularly on a six-year cycle.

*How have course SLO assessment results over the past three years, including the current year, been used to improve student learning at the course level? (Note: All assessments should be documented in the SLO Assessment Tracking System in SharePoint.)*

### **Assessment Tracking:**

1. Department SLOs are tracked and documented in SharePoint.
2. The Department has not found the tedious process of on-line SLO assessment documentation a useful tool for improving student learning.
3. On-going rigorous curriculum review, continuous dialogue with department colleagues, industry advisory meetings, and regular course evaluations are useful tools for assessing SLOs.
4. Student learning assessment is built in to every culinary course.

## 4.1b Program Student Learning Outcomes Assessment

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

The Department has successfully assessed all five certificates and two majors.

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

**Results:**

5. Successful CE training is inherently based on assessed performance.
6. Department program SLOs are tracked and documented in SharePoint.
7. The Department has not found the tedious process of on-line SLO assessment documentation a useful tool for improving student learning.
8. On-going rigorous curriculum review, continuous dialogue with department colleagues, industry advisory meetings, and regular course evaluations are useful tools for assessing SLOs.
9. Student learning assessment is built in to every culinary program.

**Continual Plan for Seven-year Assessment Cycle:**

4. Certificates and majors in the Department will be assessed on a seven-year cycle as indicated in the charted plan below.
5. All certificates and major assessments last completed in Fall 2020.
6. Course assessments will be on-going, and entered into the SharePoint system at the end of each Fall and Spring semesters.

<b>Certificates</b>	<b>SLO Assessment Timeline</b>
Culinary Arts	F2019/F2022
Baking and Pastry	F2019/F2022
Front House Operations	S2020/S2027
Restaurant Dining Room Service	S2020/S2027
Restaurant Management	S2020/S2027
<b>Majors</b>	
Culinary Arts	S2020/S2027
Restaurant Management	S2020/S2027



## **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 Macoan 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 Singaporian 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

Type	Name	Student Assessment Implemented	Assessment Results Analyzed	Change Implemented
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

Type	Name	Student Assessment Implemented	Assessment Results Analyzed	Change Implemented
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

Type	Name	Student Assessment Implemented	Assessment Results Analyzed	Change Implemented
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

Type	Name	Student Assessment Implemented	Assessment Results Analyzed	Change Implemented
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 253 Restaurant Class	X	X	X	X	X	X	X	X		X	X	X	X	X	X	X
CUL 255 Production Baking	X	X	X	X	X	X	X	X		X	X	X	X	X	X	X
CUL 255.2 Food & Beverage Careers		X	X	X	X		X	X	X	X	X	X	X	X	X	X
CUL 256 Restaurant Dining Room Service	X	X	X	X	X		X	X	X	X	X	X	X	X	X	X
CUL 275 Ethnic & Specialty 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)

- Culinary Arts courses address relevant issues in all areas of the Institutional Learning Outcomes, specifically in Career Education. I-SLOs are specifically addressed in the prerequisite and capstone courses.
- All lab-based certificate courses meet the job training goals of the institution.
- Global & Specialty cooking courses address several I-SLO goals, specifically as they relate to the College mission statement.

10. On-going rigorous curriculum review, continuous dialogue with department colleagues, industry advisory meetings, and regular course evaluations are useful tools for assessing SLOs.
11. At the core of the curriculum, all culinary courses have built-in assessments.

## 5.0 Performance Measures

### **The Department runs the Culinary Café and Bakery businesses:**

1. As an integral part of the training curriculum.
2. To provide students with the essential practical experiences required in the associated careers.
3. To promote department programs to the larger Sonoma County community.
4. As a vehicle for promoting community goodwill and hospitality between the JC and the larger Sonoma County community.
5. To showcase the future of gastronomy to the larger Sonoma County community.

### **Business Plan for the Café/Bakery:**

1. Developed in **2010**, prior to opening the Culinary Arts Center at the Brickyard.
2. In current use in the Burdo Culinary Arts Center.
3. Revenue from the business used:
  - To cover the costs of foods and supplies to run the Café & Bakery
  - To pay 10% of the AAll salary
  - To pay 100% of the Culinary Retail Clerk salary
  - To pay any needed STNC staffing
  - Approved to pay for 45% classified Heavy Cleaner employee, position still unfilled
  - To pay for miscellaneous overhead like specialty paper products and decorations

### **Continual Needs:**

1. Consistent commitment from district budgeting and resource allocation to fully fund support staff.
2. Replacement of one full-time faculty.
3. Fully district-funded heavy cleaning service.
4. Fully district-funded regular maintenance and equipment repair service.

**2013/2014:** Culinary Café and Bakery served approximately 13,000 guests!

**Spring 2010 thru Spring 2018, Café and Bakery business operation:**

40 weeks/year

**Course Schedule Reductions Influence:**

**Summer 2018 thru Spring 2019 reduced Café and Bakery business operation:**

16 weeks/year

In spite of reduced business operations, the Department strives to support revenue generating needs. Over the last decade the program has generated over \$1.5M in revenue. This revenue supports part of the AAll salary/benefits; 100% of the Retail Clerk salary/benefits; 100% of the Heavy Cleaner salary/benefits (when the position was filled); 100% of the STNC employees' salaries for the Bakery; as well as many miscellaneous purchases for the program.

<b>Culinary Arts Café &amp; Bakery Operations Revenue History</b>		
<b>Fiscal Year</b>	<b>Total Revenue</b>	<b>Comments</b>
2009-2010	\$95,859	
2010-2011	\$106,955	
2011-2012	\$132,061	
2012-2013	\$178,203	
2013-2014	\$187,606	
2014-2015	\$203,301	
2015-2016	\$200,823	
2016-2017	\$186,454	
2017-2018	\$119,036	Fires. Café closures.
2018-2019	\$130,191	Fires. Café closures.
2019-2020	\$108,059	Closed March 13 due to Covid.
2020-2021	\$220,827	Closed due to Covid. Lost revenue 19/20 and 20/21 HEERF Backfill
2021-2022	\$8,036	Facility still closed due to Covid but the department held a Summer Pop-up so students could complete a course needed for certificate completion.
<b>Total:</b>	<b>\$1,877,411</b>	

**The Culinary Career Center serves as:**

1. The Department's in-house service for connecting job-seeking students and alumni to employers.
2. The culinary students' support in job-searching.
3. The program's direct connection to community and to students.
4. The program's direct connection to over 400 employers in Northern California who currently use The Culinary Career Center.

**The Culinary Career Center facilitates:**

1. On-going departmental connection to students and alumni.
2. Employment opportunities for current students and alumni.
3. The resource to individuals, businesses and non-profit organizations seeking assistance at special events, including parties, fundraisers and festivals.

**Enrollments:**

F 2019: 584 students  
 F 2020: 355 students  
 F 2021: 282 students

**Certificates/Degrees:**



2017/18-2020/21: 220 certificates

2017/18-2020/21: 37 degrees

**Solutions and Adapting:**

1. Continued curriculum review with plans to shorten certificates without affecting instructional quality.
2. Hybridizing appropriate courses.
3. Offering on-line versions of two prerequisite lecture courses.
4. Offering new Global & Specialty courses.
5. Scheduling classes to accommodate working students' needs.
6. Continued high school outreach.
7. Continued jail outreach.
8. Continued public program promotion and outreach through:
  - o The café/bakery businesses
  - o Increase in Global & Specialty course offerings
  - o Sonoma County Harvest Fair
  - o Gravenstein Apple Fair
  - o Shone Farm events including Fall Festival
  - o Day Under the Oaks
  - o Employee networking events
  - o Several high school outreach programs
  - o ESL outreach

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

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

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

Discipline	X2018	F2018	S2019	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021
Culinary Arts	132	551	526	176	584	464	124	355	441	118	282

**Balanced/convenient schedule:**

The Culinary Arts Department offers classes:

1. Five days per week.
2. Some evenings and weekends.
3. Five certificate programs offered in 8-week sections, allowing students to enter the program five times per year (including summer session).
4. 66 active Global & Specialty culinary courses offered on weekends and evenings.

**Reducing Ethnic & Specialty offerings has a direct impact on certificate enrollments, as these courses serve to:**

1. Promote certificate interest.
2. Fulfill electives for the Culinary Major.

**Geographic distribution:**

The Culinary Arts Department offers classes at:

1. The Culinary Arts Center, Santa Rosa campus.
2. The Dutton Pavilion, Shone Farm.
3. North County Detention Facility.
4. Main Adult Detention Facility.

**Delivery modes:**

1. Cooking, baking, wine tasting and serving courses need the kitchens of the Burdo Culinary Arts Center.
2. Asynchronous versions of prerequisite lecture classes include:
  - o CUL 250 Sanitation & Safety
  - o CUL 250.1 Culinary Arts Survey

**Course demand and serving students:**

1. The Department is currently caught in the catch-22 of schedule reductions and enrollment decline.
2. When working culinary students cannot complete certificates in a timely way, they move on.

**Specific recommendations:**

1. Continue High School outreach.
2. Offer new Global & Specialty courses.
3. Continued curriculum review with plans to shorten certificates without affecting instructional quality.
4. Hybridize appropriate courses.
5. Schedule classes to accommodate working students' needs.
6. Continue jail outreach.

## 5.2a Enrollment Efficiency

**Enrollment Efficiency Culinary Arts All Locations:**

X2018	F2018	S2019	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021
67.8%	84.5%	86.0%	84.3%	94.5%	86.2%	72.7%	71.7%	86.3%	59.6%	77.2%

**Culinary Arts Department enrollment efficiency has:**

1. Enrollment efficiency was at its peak in Fall 2019 at 94.5%. Enrollments are now just beginning to rebound after the fire events of 2019, the Covid-19 pandemic that closed the college in 2020, and the population exodus from Sonoma County due to the high cost of living. From Fall 2020 to Fall 2021 enrollment efficiency has increased 5.5%.
2. The overall robust job market impacts our enrollments. When the job market is healthy, culinary students leave school for work.

3. Enrollment efficiency affirms the Department's effort toward providing classes that accommodate student needs.

## 5.2b Average Class Size

### Culinary Arts Average Class Size All Locations

<u>X2018</u>	<u>F2018</u>	<u>S2019</u>	<u>X2019</u>	<u>F2019</u>	<u>S2020</u>	<u>X2020</u>	<u>F2020</u>	<u>S2021</u>	<u>X2021</u>	<u>F2021</u>
15.0	17.3	18.8	19.7	20.2	18.0	16.0	15.6	18.4	11.8	12.3

### Culinary Arts Department class limits:

1. Range from 15 to 20.
2. Tops at 30 for lecture classes.
3. Class limits set based on the size of the classrooms and labs.
4. Determined by student safety concerns in the typically hazardous kitchen environment.
5. Determined by necessary quality of instruction for students' training needs. In a busy teaching kitchen or dining room service environment, there is a great deal of difficult technique being taught. One instructor teaches many skill subjects at the same time. These classes involve large equipment, and difficult cooking and baking techniques in ovens and on stoves, using sharp knives and other intricate hand tools.
6. Are necessary to properly teach high quality dexterity and skill.

## 5.3 Instructional Productivity

### Culinary Arts (Combined totals from ALL locations in the District)

	<u>X2018</u>	<u>F2018</u>	<u>S2019</u>	<u>X2019</u>	<u>F2019</u>	<u>S2020</u>	<u>X2020</u>	<u>F2020</u>	<u>S2021</u>	<u>X2021</u>	<u>F2021</u>
FTEs	18.19	64.01	59.86	12.80	71.31	50.47	5.15	25.18	32.03	9.80	22.85
FTEF	2.41	6.56	5.67	1.35	5.57	4.96	0.70	3.30	3.60	1.40	3.93
Ratio	7.54	9.75	10.56	9.47	12.80	10.17	7.36	7.63	8.91	6.99	5.81

The Department's instructional productivity ratio is lower than the District's goal of 17.5 because of special contributing factors.

### Class limits:

1. Based on the size of the classrooms and labs.
2. Determined by student safety concerns in the typically hazardous kitchen environment.
3. Determined by necessary quality of instruction for students' training needs. In a busy teaching kitchen or dining room service environment, there is a great deal of difficult technique being taught. One instructor teaches many skill subjects at the same time.
4. These classes involve large equipment, and difficult cooking and baking techniques in ovens and on stoves, using sharp knives and other intricate hand tools.
5. Necessary to properly teach high quality dexterity and skill.

**Solutions:**

1. Revision of all certificates to address needs of current busy and working student population. Completed in Fall 2020.
2. On-going rigorous program promotion.
3. Discourage class cancellations, as this tarnishes the stability and reputation of the programs.
4. Developed asynchronous courses for:
  - CUL 250 Sanitation & Safety
  - CUL 250.1 Culinary Arts Survey

## 5.4 Curriculum Currency

**Currency:**

1. The Department has 91 approved active courses.
2. For 2021-2022 nineteen courses underwent the 6-year review.
3. The Culinary Arts Department has broken down and mapped out all their courses so that no one year is a heavy curriculum review.

## 5.5 Successful Program Completion

*Describe any course sequencing or course rotation plans that allow a student to complete their certificate/degree/major in a reasonable time frame.*

1. The Department's certificate completion schedules allow students to get their certificates in a reasonable amount of time, then quickly join the workforce.
2. Most students are encouraged and opt to complete at least three of the five offered certificates.
3. Schedule reductions have a detrimental effect on culinary students' education.
4. The majority of culinary students work while going to school. Many are not able to register as full-time students.
5. When students cannot take classes in a timely way, they quit and go to work. It's hard to persuade them back to school.
6. This has a cascading negative effect on students who aim to get an AA degree in either Restaurant Management or Culinary Arts.

**The program offers support or services to help students complete certificates or majors:**

1. The majority of culinary students work while going to school and many are not able to register as full-time students.

2. All culinary arts certificate courses are scheduled in 8-week blocks to accommodate more frequent entry into the program. This scheduling also better supports working students who need to pause their schooling to work or to re-balance their busy lives.
3. All full-time faculty regularly counsel students with their individual scheduling scenarios.
4. All faculty encourage students to complete as many certificates as possible in order to be more marketable when job-hunting.
5. CUL 250 Sanitation & Safety instructs students in the needed information to obtain the state-required food handler's card.

*Review the trends in numbers of degrees or certificates awarded, and, if possible, explain the trend.*

#### **2018-2019**

AA's Awarded: 11  
Certificates Awarded: 78

#### **2019-2020**

AA's Awarded: 13  
Certificates Awarded: 53

#### **2020-2021**

AA's Awarded: 5  
Certificates Awarded: 6

#### **Anecdotal explanation for enrollment decline:**

6. The effect of COVID-19:
  - a. Cancellation of classes presented completion of certificates and degrees.
  - b. Transition to online learning did not benefit student learning.
  - c. Lack of access to reliable technology disrupted student learning.
  - d. Students' personal lives – from child care issues to family illness – interrupted their education plans.
  - e. Students' mental health was negatively impacted.
7. On-going shifting population demographics because of the 2017-2019 Sonoma County fire events.
8. The rising cost of living in Sonoma County.
9. Due to the current booming job market, potential students are working full-time instead of taking classes.
10. Continued schedule reductions dissuade students from enrolling. They are discouraged by not being able to complete in a timely way.

#### **Solutions:**

1. Revision of all certificates to address needs of current busy and working student population. Completed in Fall 2020.

2. Continued high school outreach.
3. On-going rigorous program promotion.
4. Offer more Global & Specialty courses.
5. Scheduling classes to accommodate working students' needs.
6. Continued jail outreach.
7. Continued public program promotion and outreach through in-house and off-site events.

*If these data are available, what has been the history of employment or job placement following the certificate or majors in your program/unit? What is the employment outlook over the next three years? If applicable, recommend ways to improve employment or job placement.*

1. The employment outlook is typically consistently strong in the food and beverage and hospitality fields.
2. The current economic boom results in a job-seeker's market.
3. Employers cannot find enough workers in Sonoma County.
4. The Culinary Arts Department is the unique training program for a large, epicurean county.

**The Culinary Career Center serves as:**

1. The Department's in-house service for connecting job-seeking students and alumni to employers.
2. The culinary students' support in job-searching.
3. The program's direct connection to community and to students.
4. The program's direct connection to over 400 employers in Northern California who currently use The Culinary Career Center.

**The Culinary Career Center facilitates:**

1. On-going departmental connection to students and alumni.
2. Employment opportunities for current students and alumni.
3. The resource to individuals, businesses and non-profit organizations seeking assistance at special events, including parties, fundraisers and festivals.

**5.6 Student Success**

How does student **retention** at the discipline level compare to the overall District **retention** rate?

**Culinary Arts (all Locations) Retention:**

X2018	F2018	S2019	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021
80.6%	84.8%	90.8%	82.3%	85.6%	82.9%	87.1%	80.2%	82.2%	0.0%	77.9%

1. The Department's retention rate is at or above that of the college's.
2. Summer 2018 through Summer 2021 the Department's student retention rate varied from 80.6% to 87.1%.
3. Fall 2018 through Fall 2021 the Department's student retention rate varied from 77.9% to 86.2%.
4. Spring 2019 through Spring 2021 the Department's student retention rate varied from 82.2% to 90.8%.

**Explanation for Strong Retention:**

1. Strength of instruction.
2. Convenient 8-week block scheduling.
3. Individualized departmental student counseling.
4. Campus student support service offerings such as:
  - ESL
  - DRD
  - College Skills
  - Tutorial Center
  - Student Health Services

How does student **success** at the discipline level compare to the overall District **success** rate?

**Culinary Arts (all Locations) Successful Course Completion:**

2018	F2018	S2019	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021
76.0%	80.4%	86.9%	81.7%	81.4%	79.5%	84.7%	78.8%	78.4%	0.0%	72.2%

**Explanation for Strong Success:**

1. Strength of instruction.
2. Convenient 8-week block scheduling.
3. Individualized departmental student counseling.
4. Campus student support service offerings such as:
  - ESL
  - DRD
  - College Skills
  - Tutorial Center
  - Student Health Services

How does the average student GPA at the discipline level (total units/grade points) compare to the overall District GPA? If there is a difference (either above or below), can you explain that?

**Culinary Arts (ALL Locations) Grade Point Average**

X2018	F2018	S2019	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021
3.10	3.04	3.12	3.13	3.09	3.10	3.02	2.57	2.86	0.00	2.73

**Explanation for strong GPA:**

1. Based on the GPA data above it is apparent that culinary students are more successful with in-person instruction. GPA average began declining in summer 2020 when the college was closed due to the Covid-19 pandemic and all instruction had been moved to fully online. This was a time where culinary students were given food kits to complete their class lab portion in their home kitchens.

Below are *representative samples* that serve to summarize the information from student equity comparison tables between the department and the college.

- ***What can your discipline faculty do to address the disparities you find in your data***

Department faculty participate in offered trainings and PDA presentations to stay informed:

1. On how to best serve the rich spectrum of JC students.
2. About college support systems and current requirements regarding:
  - Gender identity and sensitivity
  - Sexual harassment
  - Racial and cultural sensitivity
  - Mental health
  - Income inconsistency
  - Cultural inequality
  - Tolerance and acceptance

Besides embracing a department ethos of inclusion, Culinary Arts Department faculty understand their role as liaisons to the many valuable college services available to support students.

Faculty consistently reference and refer the following college resources when counseling or supporting students:

Financial Aid	PUENTE
Scholarship Office	Student Life & Clubs
DRD	APASS
B-CARE	UMOJA
ESL	LGBTQ
Health Services	International Students
IGNITE	
MESA	

## 5.7 Student Access

**5.7a Students Served - by Ethnicity** The number of students in each Discipline at first census broken down by ethnicity (duplicated headcount). *Do students from diverse ethnic backgrounds*



enroll in the disciplines at rates equal to their participation rates in the District as a whole? If not, how could the program attract students that may be underrepresented in the program?  
 Do students from diverse ethnic backgrounds enroll in the disciplines at rates equal to their participation rates in the District as a whole?

**Culinary Arts (Combined totals from ALL locations in the District)**

Ethnicity	2018-19	Percent	2019-20	Percent	2020-21	Percent	2021-22	Percent
White	470	42.5%	445	39.9%	319	38.6%	299	44.5%
Asian	89	8.0%	42	3.8%	23	2.8%	14	2.1%
Black	13	1.2%	20	1.8%	14	1.7%	17	2.5%
Hispanic	341	30.8%	355	31.8%	330	39.9%	259	38.5%
Native American	13	1.2%	6	0.5%	18	2.2%	1	0.1%
Pacific Islander	1	0.1%	0	0.0%	0	0.0%	0	0.0%
Filipino	17	1.5%	19	1.7%	7	0.8%	4	0.6%
Other Non-White	77	7.0%	70	6.3%	66	8.0%	40	6.0%
Decline to state	85	7.7%	159	14.2%	50	6.0%	38	5.7%
ALL Ethnicities	1106	100.0%	1116	100.0%	827	100.0%	672	100.0%

1. The diversity demographics of these data are consistent with Sonoma County.
2. The Department reflects the college-wide increase in Hispanic students, since becoming an HSI. Hispanic enrollments dipped in 2020-21 and 2021-22 during the Covid-19 pandemic.
3. The Culinary Arts Department strives to outreach to underrepresented students, and welcomes every opportunity to ethnically diversify our student population. Department outreach efforts include:
  - o Working closely with ESL and the Culinary for ESL course
  - o Hosting many high school tours
  - o Participating in campus outreach efforts such as ESL’s Movin’ On Up
  - o Faculty studying Spanish
  - o Incorporating diverse foods into our courses and menus to reflect students’ cultural identities

**Ideas for Increased Outreach:**

Promote department programs to campus organizations that focus on identity diversity such as:

- o PUENTE
- o Student Life & Clubs
- o APASS
- o UMOJA
- o International Students

**5.7b Students Served - by Gender** The number of students in each Discipline at first census broken down by gender (duplicated headcount).

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

Culinary Arts	Gender	2018-19	Percent	2019-20	Percent	2020-21	Percent	2021-22	Percent
	Male	532	48.1%	512	45.9%	348	42.1%	266	39.6%
	Female	526	47.6%	568	50.9%	463	56.0%	394	58.6%
	Unknown	48	4.3%	36	3.2%	16	1.9%	12	1.8%
	<b>ALL Genders</b>	<b>1106</b>	<b>100.0%</b>	<b>1116</b>	<b>100.0%</b>	<b>827</b>	<b>100.0%</b>	<b>672</b>	<b>100.0%</b>

**5.7c Students Served - by Age** The number of students in each Discipline at first census broken down by age (duplicated headcount).

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

Culinary Arts	Age Range	2018-19	Percent	2019-20	Percent	2020-21	Percent	2021-22	Percent
	0 thru 18	143	12.9%	173	15.5%	177	21.4%	118	17.6%
	19 and 20	187	16.9%	228	20.4%	130	15.7%	117	17.4%
	21 thru 25	287	25.9%	275	24.6%	171	20.7%	147	21.9%
	26 thru 30	147	13.3%	104	9.3%	65	7.9%	57	8.5%
	31 thru 35	98	8.9%	87	7.8%	77	9.3%	32	4.8%
	36 thru 40	34	3.1%	76	6.8%	70	8.5%	48	7.1%
	41 thru 45	64	5.8%	15	1.3%	43	5.2%	31	4.6%
	46 thru 50	40	3.6%	42	3.8%	36	4.4%	30	4.5%
	51 thru 60	62	5.6%	72	6.5%	27	3.3%	63	9.4%
	61 plus	44	4.0%	44	3.9%	31	3.7%	29	4.3%
	<b>ALL Ages</b>	<b>1106</b>	<b>100.0%</b>	<b>1116</b>	<b>100.0%</b>	<b>827</b>	<b>100.0%</b>	<b>672</b>	<b>100.0%</b>

*Do male or female students constitute 75% or more in this discipline?*

**No.**

1. Traditionally, men predominate many of the culinary arts professions.
2. However, the above most recent statistics show an increase in female culinary student body and a decrease in male culinary student body.
3. The age range statistics reveal a younger interest.
4. Most of the Department's culinary classes have students who represent a range of ages and cultural backgrounds. Cooking together is a great leveler.

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

**Yes.**

1. Conventionally, most culinary classes have students who represent a range of ages and cultural backgrounds.
2. Recently, many more culinary students need increased support for:
  - Mental health and wellness
  - Physical health
  - Basic skills
  - Housing
  - Financial insecurity
  - Balancing school and work

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

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

The Culinary Arts Department strives to outreach to underrepresented students, and welcomes every opportunity to ethnically diversify our student population. Department outreach efforts include:

- Working closely with **ESL and the Culinary for ESL course**
- Hosting many high school tours, working with the college outreach office
- Participating in campus outreach efforts such as **ESL's Movin' On Up**

- Incorporating foods from diverse cultures into our courses and menus to reflect students' cultural identities

**Ideas for Increased Outreach:**

Promote department programs to campus organizations that focus on identity and economic diversity such as:

Financial Aid Scholarship Office DRD B-CARE ESL Health Services IGNITE MESA	PUENTE Student Life & Clubs APASS UMOJA LGBTQ International Students
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**5.8 Curriculum Offered Within Reasonable Time Frame**

In addition to offering Global & Specialty courses, as part of CE, the Culinary Arts Department currently offers:

**Five CE certificates:**

1. Culinary Arts (21.5 units)
2. Baking & Pastry (20 units)
3. Restaurant Dining Room Service (3.5 units)
4. Front House Operations (8 units)
5. Restaurant Management (17.5 units)

**Two AA degrees:**

1. Culinary Arts (32 units)
2. Restaurant Management (18.5 units)

*Are all courses in certificates and majors offered on a regular or rotational basis so that students can complete their programs within a reasonable time frame?*

1. All culinary arts certificate courses are scheduled in 8-week blocks to accommodate more frequent entry into the program.
2. The Department's certificate completion schedule allows students to complete their certificates in a reasonable amount of time, then quickly join the workforce.
3. Most students are encouraged and opt to complete at least three of the five offered certificates.

4. The majority of culinary arts students work while going to school and many are not able to register as full-time students.

**Solutions:**

7. Revision of all certificates to address needs of current busy and working student population.
8. Planned launch of certificate revisions: Completed in Fall 2020.
9. Discourage class cancellations, as this tarnishes the stability and reputation of the programs.
10. Developed asynchronous courses for:
  - CUL 250 Sanitation & Safety
  - CUL 250.1 Culinary Arts Survey

*Are your course sequences (program maps) current on the majors/certificate website? If not, plan to update those.*

Yes, all majors and certificates course sequences are up-to-date.

## 5.9a Curriculum Responsiveness

*How does the program/unit curriculum respond to changing student, community, and employer needs?*

**With input from the advisory committee, the Department:**

1. Regularly revises the curriculum, minimally every 6 years.
2. Measures the current Industry trends and demands.
3. Is Influenced by student scheduling needs.
4. Is influenced by working student needs.
5. Offers limited Global & Specialty courses to accommodate AA degree student needs.

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

The Department's prerequisite courses:

- CUL 250 Sanitation & Safety
  - CUL 250.1 Culinary Arts Survey
1. Allow students quick access to **three** certificates and **two** AA degrees.
  2. Support the IGNITE program for incarcerated students.

*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:

1. **Fall 2020** a revision of all 5 certificates and two majors was completed.
2. Asynchronous versions of prerequisite lecture classes were approved:

- CUL 250 Sanitation & Safety
- CUL 250.1 Culinary Arts Survey

The Department has long-term hopes for eventual certificate growth in the following areas:

- Butchery
- Charcuterie
- Plant-based Cooking
- Catering
- Bread Baking
- Confectionery Craft
- Food Entrepreneurship

*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?*

**1**

*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?*

With only one Latino business-owner, the Advisory Committee could have more *ethnic* diversity. Faculty connected to the broader industry will work on improving that. Busy restaurant schedules present a challenge for attracting new members.

The committee has a versatile mix of food industry professionals, including:

- A caterer/owner
- An event planner
- A bakery owner
- An ice cream shop owner
- Several restaurant owners
- A food radio host
- A supermarket chef

The Department's current advisory committee members are:

1. Loyal to our programs.
2. Offer sound advice.
3. Hire culinary graduates.

*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?*

1. The program coordinators check with appropriate advisory committee members before making curriculum revisions.
2. During the Fall 2019 committee meeting the proposed Fall 2020 certificates and majors changes were discussed with members.

3. As the curriculum was updated in Fall 2020, there was not a need for committee review for currency.

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

The Department works cooperatively with six local high school culinary programs and has career pathways in place with most of these schools.

The Department promotes its programs by:

1. Working closely with High School instructors to determine how best to create a seamless path to the Culinary Arts Program, via articulation or dual enrollment.
2. Hosting informational meetings and tours for high school culinary teachers and counselors.
3. Hosting informational luncheons for high school students and their instructors.
4. Hosting an annual event for high school student and their parents.
5. Working with the office of Student Outreach and the office of Dual Enrollment Pathways and Partnerships.

## **5.10 Alignment with Transfer Institutions (Transfer Majors ONLY)**

### **5.11a Labor Market Demand (Occupational Programs ONLY)**

**The Culinary Career Center Update for 2022:**

- Currently there are not enough people to fill jobs.
- The Center coordinator receives 3-5 calls per week from frantic employers.
- Graduates are returning and using the services of The Culinary Career Center.

**National Restaurant Association Key Findings 2022 State of the Restaurant Industry:**

1. The foodservice industry is forecast to reach \$898B in sales in 2022.
2. The foodservice industry workforce is projected to grow by 400,000 jobs, for total industry employment of 14.9M by the end of 2022.
3. More than half of restaurant operators said it would be a year or more before business conditions return to normal.

4. Food, labor, and occupancy costs are expected to remain elevated, and continue to impact restaurant profit margins in 2022.
5. 96% of operators experienced supply delays or shortages of key food or beverage items in 2021 – and these challenges will likely continue in 2022.
6. 51% of adults say they aren't eating at restaurants as often as they would like, which is an increase of 6 percentage points from before the pandemic.

#### **Cornerstones of Career and Entrepreneurial Opportunities:**

1. 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.
2. Eight in ten restaurant owners say their first job in the restaurant industry was an entry-level position.
3. Part-time, entry-level work is important and fills a critical need in the workforce.
4. Most hourly employees are students with irregular schedules, teenagers saving for school, or parents and caregivers who need a job with flexible hours that fit their busy lives. Overall in the restaurant industry, 28 percent of employees are students.
5. Nine in ten salaried restaurant employees started as hourly workers.
6. Restaurants employ more women managers than any other industry.
7. Restaurants employ more minority managers than any other industry.

#### **CA EDD 2018-2028 Employment Projection Highlights:**

##### **Leisure & Hospitality**

Projected Year Employment Estimate	28,400
Numeric Change 2018-2028	2,700
Percent Change 2018-2028	10.5%

##### **2018-2028 Occupations with the Most Job Openings:**

<u>Occupation</u>	<u>Total Job Openings</u>	<u>Median Hrly Wage</u>
<u>Median Annual Wage</u>		
Waiters and Waitresses (2nd)	10,990	\$13.49
\$28,069		
Cashiers (3rd)	10,430	\$14.38
\$29,917		
Combined Food Prep & Serving Workers (4th)	9,930	
Cooks, Restaurant (7th)	5,380	\$16.64
\$34,610		

##### **2018-2028 Fastest Growing Occupations:**

Cooks, Restaurant (10th)

<u>Base Yr Employment Estimate</u>	<u>Projected Year Employment Estimate</u>	<u>Percentage Change</u>
<u>Median Hourly Wage</u>	<u>Median Annual Wage</u>	
2,970	3,660	23.2%
\$16.64	\$34,610	

##### **Industry Percent Change 2021-2023:**

Accommodation and Food Services: 24.4%

Accommodation: 29.8%

Food Services and Drinking Places: 23.6%  
Special Food Services: 80.7%  
Drinking Places (Alcoholic Beverages): 47.2%  
Full-Service Restaurants: 34.0%  
Limited-Service Eating Places: 12.0%

**2018-2028 Industry Employment Projections:  
Santa Rosa Metropolitan Statistical Area  
(Sonoma County)**

**Percent Change**

Food and Beverage Stores: 7.8%  
Leisure and Hospitality: 10.5%  
Accommodation and Food Services: 9.7%  
Food Services and Drinking Places: 9.0%

**Number of Employers in Sonoma County by Industry:**

Restaurants: 1,270  
Accommodation: 238  
Other Amusement & Recreation Industries: 274  
Drinking Places (Alcoholic Beverages): 55

**Percent of Total Employment for Occupation in State of CA:**

Restaurants: 82.3%  
Accommodation: 6.8%  
Other Amusement & Recreation Industries: 2.4%  
Drinking Places (Alcoholic Beverages): 1.7%

1. Napa Valley Community College is the closest area college offering a Community Education fee-based culinary program.
2. SRJC's Culinary Arts Department is the only professional training (private or public) available in the vast epicurean hub of Sonoma County.

## **5.11b Academic Standards**

*Does the program regularly engage in dialogue about academic standards? If so, describe any conclusions or plans.*

Faculty regularly discuss all aspects of Academic Standards as they apply to courses and student success. This dialogue happens:

1. Through regular department meetings.
2. Face-to-face meetings.
3. Email discussions.
4. Remote discussions.



**Continual Discussions Results:**

1. Course revisions.
2. SLOs.
3. LAPs.
4. Assessment standards.
5. Grading standards.
6. 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 UPDATE: 2022/2023	Plans on-hold due to two year closure due to the Covid-19 pandemic.
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.	2014/2015 UPDATE: 2022/2023	Plans on-hold due to two year closure due to the Covid-19 pandemic.
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 UPDATE: 2022/2023	Plans on-hold due to two year closure due to the Covid-19 pandemic.
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 UPDATE: 2022/2023	Plans on-hold due to two year closure due to the Covid-19 pandemic.
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 UPDATE: 2022/2023	Plans on-hold due to two year closure due to the Covid-19 pandemic.

Rank	Location	SP	M	Goal	Objective	Time Frame	Progress to Date
0006	Santa Rosa	01	01	Increase Global and Specialty Cooking course offerings.	Provide adequate number of sections for those students seeking Culinary majors.	2014/2015 UPDATE: 2022/2023	Plans on-hold due to two year closure due to the Covid-19 pandemic.
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.  Keep the Culinary Center and the Ag Pavilion active and open 7 days per week.	2014/2015 UPDATE: 2022/2023	Plans on-hold due to two year closure due to the Covid-19 pandemic.
0008	Santa Rosa	01	07	Expand Culinary Café days and hours of operation.	Complete curriculum for new advanced culinary certificate program.  Expand schedule of classes in the Department.  Increase staffing to accommodate expanded business.  Encourage more SRJC students to dine at Cafe.	2014/2015 UPDATE: 2022/2023	Plans on-hold due to two year closure due to the Covid-19 pandemic.
0009	Santa Rosa	03	01	Development of simultaneously translated hybrid online courses.	Support Hispanic student success.  Increase International enrollments.	2014/2015 UPDATE: 2022/2023	Plans on-hold due to two year closure due to the Covid-19 pandemic.
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 UPDATE: 2022/2023	Plans on-hold due to two year closure due to the Covid-19 pandemic.

## 6.2b PRPP Editor Feedback - Optional

*Further, if you wish, you are invited to share your Vision for your Program/Unit for the next three (or more) years. Are there changes you anticipate needing to make beyond next year?*

In Spring 2019, SRJC made an educational and economic decision to become a smaller school. The Culinary Arts Department will continue to promote the following core values:

1. Proving an ability to change with the times while continuing to offer quality education and training.
2. Being a place of educational sanctuary and community gathering.
3. Practicing the belief in students first.
4. Using its educational platform as the voice for positive change in the broken food system.
5. Advocating for good, honest, healthful food.
6. Instructing how to cook and entertain the public with honesty and integrity.
7. Demonstrating how to eat well.
8. Demonstrating love of craft.
9. Teaching how to use less water and how to truly reduce waste.
10. Leading by example, using the Department's advantaged position to affect real change in sustainable food practices.

### History

25+ years ago, before becoming the Culinary Arts Center on campus, the Department was going to be part of a long-planned Sonoma County Food & Wine Center. The location would have been in downtown Santa Rosa in Railroad Square. The JC's Culinary Arts Department would anchor the county's prospective educational mecca for food and wine. In addition to Global & Specialty cooking course offerings and career-training, the "destination school," with a beautiful campus and farm close by, would offer:

1. Weekend workshops and seminars.
2. Team-building cooking classes for businesses.
3. Classes in food and wine.
4. Lessons in industry environmental issues including:
  - Water management
  - Solar energy efficiency
  - Composting and waste reduction
  - Food distribution

Course offering might include:

- Nose-to-tail cooking
- Chocolate roasting: bean-to-bar
- Composting and waste reduction
- The art of the sommelier

The committed Food & Wine Center board members worked on this vision for several years. The timing was not yet right. The Culinary Arts Center eventually found its appropriate, on-campus home.

The Department launched many of the original Food & Wine Center ideas into its student-run business models and course offerings. The Culinary Arts Center is a beautiful facility, a possible “destination” school. With proper promotion, the college has potential to offer Sonoma County and the larger bay area another reason to get off the train in Santa Rosa.

## 6.3a Annual Unit Plan

Rank	Location	SP	M	Goal	Objective	Time Frame	Resources Required
0001	Santa Rosa	01	01	Increase Global and Specialty Cooking course offerings.	<ul style="list-style-type: none"> <li>• Provide adequate number of sections for students pursuing Culinary majors.</li> <li>• Attract new enrollments.</li> <li>• Re-activate E&amp;S courses in the system and consider new ones.</li> </ul>	2014/2015 UPDATE:2022/2023	Faculty and staff time.
0002	Santa Rosa	03	06	Increase food to go sales.	<ul style="list-style-type: none"> <li>• Create another opportunity for student food production.</li> <li>• Increase revenue.</li> </ul>	2014/2015 UPDATE: 2022/2023	Faculty and staff time.
0003	Santa Rosa	01	07	Solve wine licensing issues.	<ul style="list-style-type: none"> <li>• Increase ease of ability and decrease cost for licensing the Culinary Café for student wine service in the Culinary Café.</li> </ul>	2014/2015 UPDATE: 2022/2023	Faculty and staff time.