

Santa Rosa Junior College

Program Resource Planning Process

Dean Agriculture and Natural Resources 2024

1.1a Mission

Dean of Industrial and Trade Technologies, Culinary Arts, and Construction Training Center

Our mission is the same as the overall SRJC Mission, Vision, and Values.

We have a specific focus on Career Education and the unique responsibilities associated with vocational training, including providing state-of-the-art tools, equipment, and learning environments.

1.1b Mission Alignment

Dean of Industrial and Trade Technologies, Culinary Arts, and Construction Training Center

- Our mission is the same as the overall SRJC Mission, Vision, and Values

1.1c Description

Culinary Arts Program:

The Culinary Arts Department offers 3 CTE certificates, 2 AA degrees

The Department has created and successfully launched the Culinary Career Center. The Center plays an important role in this CTE program by connecting job-seeking students, alumni, and grads to employers. To date, the Center has assisted more than 500 job seekers with finding employment at over 350 northern California employers.

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

Industrial and Trade Technology Department

Construction Training Center

1.1d Hours of Office Operation and Service by Location

Culinary Arts, Industrial and Trade Technologies, and the Construction Training Center offer classes Monday--Saturday, during the day and evening.

1.2 Program/Unit Context and Environmental Scan

Culinary Arts:

The short and intensive certificate programs in the department allow students to achieve certificates quickly and find employment while continuing their general education. The Department has seen an increase in the number of students working towards a Culinary Arts Major.

NEED TO UPDATE THIS AND ADD ITT AND CTC

The Culinary Arts Department serves over 2,500 students annually. The Department has a successful course completion rate of 82.8% compared to the district average of 71.4%. The Department awards one of the highest number of certificates College-wide.

With the local economy recovering, the department has seen enrollments escalate as new establishments are opening and existing establishments are expanding. The interest in culinary careers continues to skyrocket. Faculty see a great need for the restoration of courses and sections to begin immediately to accommodate both new students and continuing students who are eager to complete their certificate or major and move into the workforce. Currently over 1200 students enrolled in Fall 2014.

The Department sees very few students transferring to 4-year schools because the focus of our programs is on workforce development. The private culinary schools (which used to attract our

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

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

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

The Department works cooperatively with six local High School Culinary Programs and has Career Pathways in place with most of these schools. The Department articulates its programs, hosts tours for the high school culinary teachers, and hosts informational luncheons for middle school and high school students. Culinary has implemented credit-by-exam for one of the prerequisite lecture courses – Sanitation and Safety - and the Knife Skills course.

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

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

2.1a Budget Needs

The Dean's office, by itself, has a very limited budget from the general fund provided from the District.

Overall, it would be helpful to have \$3000-\$5000 in discretionary funds to help resolve issues that come up at the Department level during the year (unforeseen equipment repairs; additional Program Coordinator Hours for small projects, etc).

2.1b Budget Requests

Rank	Location	SP	M	Amount	Brief Rationale
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2.2a Current Classified Positions

Position	Hr/Wk	Mo/Yr	Job Duties
Administrative Assistant III	40.00	12.00	Dean of Culinary/ITT/Construction shares a 1.0 FTE AAIII with Dean of LAAF

2.2b Current Management/Confidential Positions

Position	Hr/Wk	Mo/Yr	Job Duties
Dean of Culinary Arts, ITT, Culinary Arts	40.00	12.00	

2.2c Current STNC/Student Worker Positions

Position	Hr/Wk	Mo/Yr	Job Duties
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2.2d Adequacy and Effectiveness of Staffing

My Career Education Departments, specifically ITT and Construction Training Center, need classified lab support.

2.2e Classified, STNC, Management Staffing Requests

Rank	Location	SP	M	Current Title	Proposed Title	Type
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2.3a Current Contract Faculty Positions

Position	Description
See Department PRPP	See Department PRPP

2.3b Full-Time and Part-Time Ratios

Discipline	FTEF Reg	% Reg Load	FTEF Adj	% Adj Load	Description
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2.3c Faculty Within Retirement Range

See Department PRPPs

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

Please see Department PRPPs

2.3e Faculty Staffing Requests

Rank	Location	SP	M	Discipline	SLO Assessment Rationale
0001	Petaluma	01	01	Carpentry (Adult Ed)	Currently in recruitment for a full-time Carpentry instructor.
0001	Santa Rosa	01	01	Culinary Arts	Additional Contract Faculty needed to expand program in accordance with changes in the hospitality industry as requested by our Advisory Committee

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

Please see Ag/NR, Shone Farm, and Culinary Arts department PRPPs

2.4c Instructional Equipment Requests

Rank	Location	SP	M	Item Description	Qty	Cost Each	Total Cost	Requestor	Room/Space	Contact
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2.4d Non-Instructional Equipment and Technology Requests

Rank	Location	SP	M	Item Description	Qty	Cost Each	Total Cost	Requestor	Room/Space	Contact
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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
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2.5b Analysis of Existing Facilities

Please see PRPP for Ag/NR, Shone Farm, and Culinary Arts

3.1 Academic Quality

Ag/NR has been aggressively seeking grants and contracts and has been quite successful these past two years. New grants from NSF (\$250,000), CCI (\$350,000) and BFRDP (\$275,000) have provided much needed support for the program. Additionally revenues at Shone Farm more than doubled in 2014 to \$1.2 million from \$500,000 in 2012. Gifts and donations to the program have also been steadily increasing both for student scholarships and for equipment needs. Recently we received a \$21,000 gift for an electric cart at Shone Farm and a \$100,000 endowment for scholarship for the viticulture program.

3.2 Student Success and Support

Ag/CA cluster constantly strives to encourage diversity in all its hiring process. The department has a much higher representation of minorities than in recent years. Our student population is also getting more diverse and faculty and staff are constantly made aware of the need for cultural awareness and competency in the changing workplace.

3.3 Responsiveness to Our Community

All our faculty are encouraged to attend professional meetings at least once a year. Professional development and continuing education is critical in the Ag industry to stay current. Funds are made available from AGTRUST and CTEA mini-grants to attend these conferences.

3.4 Campus Climate and Culture

All our facilities - Shone Farm, Lark Hall and Culinary Arts Center have safety coordinators and regularly they are trained in safety exercises and emergency preparedness.

3.5 Establish a Culture of Sustainability

Shone Farm follows sustainability in all its activities leading to water conservation, recycling and composting. Our vineyards and winery are certified sustainable. Our olives and apple fields are certified organic. We recently initiated composting of green waste from campus at Shone Farm. We are incorporating solar energy in certain key projects and will be obtaining an electric passenger moving cart at Shone Farm - all with an eye towards sustainability.

4.1a Course Student Learning Outcomes Assessment

Please refer to Ag/NR and CA department PRPP

4.1b Program Student Learning Outcomes Assessment

Please refer to AG/NR and CA PRPPs

4.1c Student Learning Outcomes Reporting

Type	Name	Student Assessment Implemented	Assessment Results Analyzed	Change Implemented
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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
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4.2b Narrative (Optional)

na

5.0 Performance Measures

na

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

na

5.2a Enrollment Efficiency

na

5.2b Average Class Size

na

5.3 Instructional Productivity

na

5.4 Curriculum Currency

na

5.5 Successful Program Completion

na

5.6 Student Success

na

5.7 Student Access

na

5.8 Curriculum Offered Within Reasonable Time Frame

na

5.9a Curriculum Responsiveness

na

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

na

5.10 Alignment with Transfer Institutions (Transfer Majors ONLY)

na

5.11a Labor Market Demand (Occupational Programs ONLY)

na

5.11b Academic Standards

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6.1 Progress and Accomplishments Since Last Program/Unit Review

Rank	Location	SP	M	Goal	Objective	Time Frame	Progress to Date
0001	Shone Farm	02	01	Shone Farm strategic plan	Short term (1-5 years) and long term (6-10 years) planning document which will improve instructional programs, operations, communication, resource planning, and utilization. Each program will develop a plan to include their respective recommendations for instructional use and plan of Farm facilities and resources.	2017-18	Hire facilitator through grant. Retreat time and planning.
0002	Shone Farm	04	01	2017-19 Measure H - \$3.8M for Shone Farm Projects	Measure H funding will be used for the development and/or improvement of the following facilities at Shone Farm: new classroom, Balletto tasting room, Pavilion kitchen upgrade and storage, and student facilities (student engagement areas, computer stations). If there is money remaining, there are additional needs.	2017-19	Measure H funds

6.2b PRPP Editor Feedback - Optional

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6.3a Annual Unit Plan

Rank	Location	SP	M	Goal	Objective	Time Frame	Resources Required
0001	Shone Farm	02	01	Shone Farm strategic plan	Short term (1-5 years) and long term (6-10 years) planning document which will improve instructional programs, operations, communication, resource planning, and utilization. Each program will develop a plan to include their respective recommendations for instructional use and plan of Farm facilities and resources.	2017-18	Hire facilitator through grant. Retreat time and planning.
0002	Shone Farm	04	01	2017-19 Measure H - \$3.8M for Shone Farm Projects	Measure H funding will be used for the development and/or improvement of the following facilities at Shone Farm: new classroom, Balletto tasting room, Pavilion kitchen upgrade and storage, and student facilities (student engagement areas, computer stations). If there is money remaining, there are additional needs.	2017-19	Measure H funds