

Santa Rosa Junior College

Program Resource Planning Process

Culinary Arts 2014

1.1a Mission

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

1.1b Mission Alignment

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

Alignment with the Santa Rosa Junior College's Mission

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

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

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

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

- The Department operates The Culinary Career Center connecting students, alumni and grads with over 350 northern California employers. In addition to employment opportunities, the Center is also a resource to individuals, businesses and non-profit organizations seeking assistance at special events – parties, fundraisers and festivals. The culinary student participates in “experiential learning” and the community member gains a direct connection to our program and our students.
- The Department participates in a number of outside events with our students including: The Taste of Sonoma, the Women’s History Month Luncheon, the Sonoma County Harvest Fair, Shone Farm Fall Festival, Sonoma Harvest Wine Auction, the Steel Sommelier Challenge, and Day Under the Oaks.

II. Multi-campus coordination:

The Department offers classes at three locations in the County:

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

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

III. Institutional Planning:

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

IV. Accreditation

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

V. SLO's and Assessment:

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

VI. Basic Skills

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

VII. Enrollment Management & Retention

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

VIII. Integrated Environmental Planning:

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

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

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

1.1c Description

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

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

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

1.1d Hours of Office Operation and Service by Location

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

The Culinary Arts Center

Petaluma Campus

The Dutton Pavilion at Shone Farm

The Department holds classes at the Culinary Arts Center Monday-Friday from 7:00 am-10:00 pm. These classes are mostly part of the Culinary Arts, Baking and Pastry, Front House Operations, Dining Room Service, and Restaurant Management Certificates and Major programs. Additionally, the Department offers Ethnic and Specialty cooking classes designed for the continuing professional and certificate student. Before the current budget cuts, classes in

the Ethnic and Specialty area were also offered almost every Saturday and Sunday from 9:00 am-5:00 pm. This schedule is for the Fall, Spring and Summer semesters, with a slightly lighter course offering in the 8-week Summer semester.

The staffing at the Culinary Arts Center includes:

- 1, 100% Classified AAll who works 8 hours per day, M-F (12 months)
- 1, 100% Classified Culinary Operations Specialist who works 8 hours per day M-F (12 months. Partly paid from Café revenue.)
- 1, 100% Classified Lab Asst. III who works 8 hours per day M-F (11 months)
- 1, 45% Classified Heavy Cleaner who works 18 hours per week, M-T 6-9pm and W-F 4-8pm (paid from Café revenue)
- 2, STNC Counter Managers. One works 25 hrs./week W-F 7am-4pm; one works 19.5 hrs./week W-F 9am-4pm, 35 weeks per year (paid from Café revenue)
- 1, STNC Lead Cashier who works 6 hours per day W-F, 19.5 hrs/week (only hired if only one Counter Manager employed), 35 weeks per year (paid from Cafe revenue)

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

The Department also offers 1-3 Ethnic and Specialty classes per semester at the Shone Farm Dutton Pavilion. At this location, the Department has no staff support.

The Culinary Department is exploring multiple new ideas to increase revenue at the Culinary Arts Center including Team Building, Catering, Breakfast Service and others.

The New Burdo Culinary Arts Center:

In January 2012, the new Culinary Arts Center opened. The Department holds classes at the Culinary Arts Center Monday-Friday from 7:00 am-10:00 pm. These classes are mostly part of the Culinary Arts, Baking and Pastry, Front House Operations, Dining Room Service and Restaurant Management Certificates and Majors programs. Additionally, the Department offers Ethnic and Specialty cooking classes designed for the continuing professional and certificate student. The Culinary Café and Bakery operate in this new location W-F, 7:30am until 2pm with days and hours of operation based on the college calendar. Over time, the Department intends to expand operations to include additional days and hours of operation as yet to be determined. The Department intends to expand the certificate offerings to include certificates in butchery, advanced culinary, vegetarian cooking, catering, bread baking, and confections. Once the catering certificate is in place, the Department will have the possibility to increase revenue by catering to the College Community.

The staffing needs at the Burdo Culinary Arts Center include:

- Convert the STNC Lead Cashier to 62% Classified Lead Cashier 11 months*
- Convert one of the two STNC Counter Managers to 62% Classified Counter Manager 11 months*
- New 50% STNC administrative assistant for the Career Center
- 2 Student Lab Assts. 25 hours/week, 11 months

* these positions could stay as STNC at the increased load if funds are unavailable.

The Department has proposed supporting the cost of a portion of these positions through the revenue generated by the Culinary Café and Bakery.

1.2 Program/Unit Context and Environmental Scan

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

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

Student headcount reached an all-time high for the Department in Spring 2008 of 1,513 but dropped to 927 in S2013 due to schedule reductions. These drastic schedule reductions have caused students to delay completion of their certificate or major.

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 Spring 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.

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

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

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

Northern California is at the center of the national "locavore" food movement. Sonoma County is the home of over two dozen organizations involved in the promotion of growing, purchasing, cooking and eating local, healthy, sustainable foods (<http://www.igrowsonoma.org>). This movement has provided impetus to expand sustainable farming practices which helps the local economy and supplies the fresh foods to the restaurant industry as well as the local farmer's markets. "Buying into the Local Food Movement," a consumer study conducted by global management consulting firm A. T. Kearney, assessed how shoppers make decisions about

buying local versus non-local food. Results showed that local food is a trend that consumers have embraced and that a strong majority of U.S. consumers will pay a premium to buy local foods; 30 percent say they will take their business elsewhere if a business doesn't offer them. With the move of the Culinary department to the Ag/Natural Resources cluster, we are in step with this growing trend. As the interest in sustainably produced local food grows, the interest in cooking and healthy eating will continue to grow. This growth will continue to keep the Department's enrollments high and demand for new courses even higher.

The Department was shifted from The Business and Professional Studies cluster in January 2013 and is now under Dean Ganesan Srinivasan and part of the newly formed Agriculture, Natural Resources, and Culinary Arts Cluster. The Department has been excited by the possibilities for future collaborations with the Ag department and has been very pleased with the quality of work being performed by the new Dean.

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

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

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

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

We are currently taking a leadership role in education surrounding sustainable food systems and activism. We are training the future of food. The new facility will demand an even bigger commitment to this leadership.

We are embracing the re-engineering of our cluster by strategizing how to work together more effectively with other programs and departments within Agriculture, Nutrition, and Hospitality. We are also working closely with ESL with a *Culinary for ESL* program that feeds non-English speakers into the program and ultimately into the workforce. The Culinary Arts Center is a showpiece of the College. The very public face of the culinary arts in a county that celebrates food and wine both culturally and economically has the ability to add to the College's already solid reputation in a very real and unique way. Ensuring adequate qualified staffing is essential to achieving this goal.

These goals of interdepartmental collaboration, program expansion, business expansion, and educational environmental leadership, are only possible with a commitment of necessary resources. The business expansion, which will generate operational revenue, will require 1-2 additional full-time culinary faculty within three (3) years. The program will also benefit from enough reassign time for the department chair to manage the program full time, and the implementation of *pay* for program coordinators.

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

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

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

2.1a Budget Needs

Budget Use:

The Culinary Department manages 2 budgets, one from operational revenue and one from the District. The 4000s and 5000s are used effectively in both budgets with these exceptions: supplies, graphics, equipment repairs. This department is very lab-intensive and has extensive consumable supplies, and equipment costs. The unpredictability of food prices makes reductions to our operating budgets especially difficult. According to the USDA Economic Research Service, the cost of all foods will rise 2.5-3.5% in 2014 compared to 2013. With the rise in fuel costs over the past two years, food costs have skyrocketed forcing an increase in course fees across the board in the department.

Budget Statistics:

The Culinary Department's non-personnel costs of \$382,976.08 reflect the high cost of running this department. These costs include fee-based supplies such as food , which are extremely

volatile. These costs are among the highest of any academic and/or CTE program and as such, the Department does not have adequate classified staffing to support this budget.

According to the Program unit review, the department's students enrolled/served (3021) equaled 10.07% of the district total with .20% of the district total classified staff. The result of this discrepancy is an undue burden placed on the faculty, this is manifested in increased workload doing the job that should be performed by classified staff. This use of faculty time is expensive, and eats into the needed hours for academic innovation, student contact, and program/curriculum development.

Budget Inadequacies:

In FY 2002-03, many areas of the budget were cut due to the State budget crisis. These cuts removed all travel, periodical, book, and speaker budgets, and reduced the supply and graphics budgets. Most of these cuts have never been restored. The current repair budget is not adequate, instructional equipment funding is almost non-existent. Additional funding is needed to increase classified support in the Department.

Additional Funds:

Because of the lab-intensive nature of the department, high enrollments, and 7 day per week usage, equipment breaks down and must be replaced or repaired. The current equipment repair, graphics, and supply budgets are not adequate. The cost of food has risen tremendously over the past 2 years. Course fees have been increased to partially address these additional costs. The supply budget needs augmentation in order to balance continued rising food costs. The Culinary budget needs an increase to support the level of staffing indicated throughout this report. At this time, much of the STNC staffing is paid for out of revenue generated by sales in the Culinary Cafe and Bakery business. Sales revenue can fluctuate dramatically, mirroring the overall state of the economy. Without permanent budgetary support from the College, student needs are subject to industry precariousness.

The Culinary Department took a budget reduction of close to \$28,000 in 2009/2010. The reductions were made with the notion that future budgetary management would eventually again support the Department's ability to sustain the current quality of training. In order to achieve these cuts, the Department proposed shifting the burden of certain areas of the budget from the District to the Cafe Tips account. This tip money is not and has never been a guaranteed source of funding and is dependant on the good will of the Cafe and Bakery patrons. The faculty in the department are hopeful that the College will afford at least a minimal budget increase. Without some augmentation to correct this serious shortfall, it will be difficult to meet our student needs.

The Department's equipment repair budget has always been inadequate. The recent \$6000 cut to an already deficient repair budget, has been an added difficulty. As an equipment-intensive CTE program, necessary repairs happen on a regular basis. Heavy student use wears equipment down. Regular maintenance and repair is paramount for student safety, and functioning equipment is vital for their training.

Over the past two years, the Department has had significant costs that had previously been paid by other Programs and Departments shifted to this Department. As the College has cut budgets, costs for paper products, light bulbs, plumbing parts, etc have been charged by Facilities operations and the payment for Fire and Health Department inspections has shifted

from EH&S. This department does not have the budget to pay for these products and services and requests a budget augmentation.

While the faculty and staff are requested to make do with less, the students in the Department are bearing the brunt of the budget cuts. Cuts to paid employees mean that students (who should be baking and cooking) are asked to take on more of the cleaning. There are few instructional equipment funds available to replace needed equipment. Much of the graphics cuts are passed on to the students who have to print more and more of their own course materials, or purchase readers. The end result of these increased student costs is a saving to the district.

New Culinary Arts Center:

With the opening of the new Culinary Arts center in January 2012, the Department will need augmentation to operating budgets due to the size of the facility and the increase in students and restaurant customers. Staffing will also need to be increased as discussed in section 2.2e

2.1b Budget Requests

Rank	Location	SP	M	Amount	Brief Rationale
0001	Santa Rosa	02	07	\$25,000.00	Cover the rise in cost of food and supplies. Some of these costs are offset by increased fees. However, enrollment efficiency is affected when fees are raised too high.
0001	Santa Rosa	00	00	\$46,000.00	Equip New Culinary Center with new equipment, tools, small wares, and supplies
0003	Santa Rosa	00	00	\$1,000.00	Graphics and supply budgets were cut in 2003 and have never been restored. This is the amount that the Department is typically over-budget in spite of moving to readers and using file depot.
0004	Santa Rosa	00	00	\$9,000.00	Cover the cost to repair commercial restaurant equipment. Enrollment efficiency and student safety are seriously affected when equipment is not working. \$6,000 was cut from Department budget 09/10
0005	Santa Rosa	00	00	\$10,000.00	Purchase replacement equipment in order to maintain a safe work environment for the students
0006	Santa Rosa	00	00	\$1,000.00	Restore guest speaker budget to program to support student learning
0007	Santa Rosa	00	00	\$500.00	Restore book budget to program to support student learning
0008	Santa Rosa	00	00	\$500.00	Restore periodical budget to program to support student learning

2.2a Current Classified Positions

Position	Hr/Wk	Mo/Yr	Job Duties
Administrative Assistant III	40.00	12.00	Works in Culinary Center only. Generates and tracks purchase orders, tracks invoices, helps chair maintain budget, tracks enrollments, schedule change forms, assists with web site, supervises STNC employees, assists chair with correspondence, etc This position was increased from 80% 11 month to 100% 12 month in spring 2013
Lab Assistant III	40.00	12.00	Works in Culinary Center only. Maintains kitchens, storerooms, laundry, supervises student worker, tracks invoices, creates purchase orders, oversees casier/barristas and the retail bakery
Culinary Operations Specialist	40.00	12.00	Works in Culinary Center only. Purchases all food, equipment and supplies, tracks and maintains invoices and class fees, Stock storerooms and supervise STNC and student workers. This position

			is vacant for the last six months and is being advertised externally for recruitment
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2.2b Current Management/Confidential Positions

Position	Hr/Wk	Mo/Yr	Job Duties
Department Chair	24.00	12.00	<p>In addition to all the contractual responsibilities, the Chair of this Department also manages the Culinary Cafe and Bakery business. The additional duties of running this business include managing a large budget, numerous staff, coordinating all classes involved with the Cafe and Bakery, developing and working with numerous vendors, keeping facility safe and sanitary to meet County and State inspections, etc. The chair currently shares the reassign time with three fulltime faculty.</p> <p>This changed somewhat beginning July 1, 2013 when the Department Chair changed hands. The new chair (Jim Cason) will continue to share the reassigned time with the Baking and Pastry coordinator and will also share with the Culinary Program Coordinator. The Culinary Program coordinator will manage the Departments budget, will be responsible for the Culinary certificate portion of the class schedule and will provide vision for the Program.</p>

2.2c Current STNC/Student Worker Positions

Position	Hr/Wk	Mo/Yr	Job Duties
STNC Counter Manager	12.00	8.75	Handles cash for the restaurant and bakery, serves customers and acts as liaison of the department 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 Cafe and Bakery.
STNC Lead Cashier	12.00	8.75	Handles cash from restaurant and bakery, serves the public. This position is currently funded by the operating revenue of the Culinary Cafe and Bakery.
STNC Shopper	20.00	10.00	Purchases food and supplies from local stores when deliveries are not possible, performs some heavy lifting and heavy cleaning at the Culinary Center. Partially funded by operating revenue from Cafe and Bakery, remainder is District funded.
STNC Dishwasher	24.00	8.75	Supports students with dishwashing, washes dishes for the Culinary Cafe and Bakery. Funded by the operating revenue of the Culinary Cafe and Bakery.
Student Office assistant	20.00	8.75	Supports the department as a receptionist and office assistant.
Student Lab assistant	20.00	8.75	Supports the department by helping to maintain labs in the Culinary Center.

2.2d Adequacy and Effectiveness of Staffing

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

The Culinary Arts Department is continues to be understaffed compared to other departments. Culinary generates significant FTES with minimal staffing.

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

Just prior to moving into the new Culinary Center, the Department hired a fulltime regular Lab Assistant I to replace an STNC in the same position. The AA III position was increased from 50% 10 month to 80% 11 month. Currently it is a 100%, 12-month position. The Lab Assistant III 37.5 % 11 month was increased to 75% 12 month. Currently it is at 100% 12-month and laso

supports Food and nutrition labs held in the Culinary Arts Center. These positions have helped tremendously.

Prior to opening the Culinary Center, the department requested that all of the staffing positions be regular as opposed to STNC. The Department would like to explore options to use Culinary Cafe and Bakery revenue to begin funding these regular classified positions as soon as possible.

The Front House Coordinator position has been absorbed by the hiring of the Front House Fulltime Faculty position.

The Culinary Career Center Coordinator has been performing 100% of the work involved with this Center. The department would like to request a 50% admin asst. to assist the coordinator.

Priority 1. The new dishwasher position is critical to good sanitation throughout the Culinary Center. This position will support all certificate courses.

Priority 2. The Shopper position is a conversion from a 50% STNC to 100% regular (this position could be downgraded to 80%). The shopper position supports all classes in the department by shopping for groceries and fresh foods from local vendors. This position would also take on storeroom inventory.

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

No, the lack of adequate classified staffing leaves the existing staff faculty, and chair performing the work of many. In many cases, the staff, faculty and chair end up doing work that should be done by lower level staff.

2.2e Classified, STNC, Management Staffing Requests

Rank	Location	SP	M	Current Title	Proposed Title	Type
0001	ALL	00	00	Dishwasher 60% STNC	Dishwasher 100% 12 month	Classified
0003	ALL	00	00	Shopper, 50%, STNC	Shopper, 100%, 11 month	Classified
0004	ALL	00	00	Counter Manager 50% STNC	Counter Manager 50% 11 month	Classified
0005	ALL	00	00	Lead Cashier 50% STNC	Lead Cashier 50% 11 month	Classified
0005	ALL	00	00	Lead Cashier 50% STNC	Lead Cashier 50% 11 month	Classified
0006	ALL	00	00		Dishwasher 100% 12 mo @ NEW	Classified
0007	ALL	00	00	Culinary Career Center Administrative Assist, STNC	Culinary Career Center Admin Asst. 50%	STNC
0008	ALL	00	00		Office Assistant 50% 10 month NEW	Student
0009	ALL	00	00		Office Assistant 50% 10 mo NEW	Student
0010	ALL	00	00		Culinary Facility manager NEW	Classified

2.3a Current Contract Faculty Positions

Position	Description
Michael Salinger	Faculty - Chef Instructor/Culinary Arts Program Coordinator - teaches Culinary Cafe 1&2
Catherine Burgett	Faculty - Chef Instructor - primarily teaches Baking and Pastry courses

Jim Cason	Faculty - Department Chair/Chef Instructor - primarily teaches Culinary classes -
Betsy Fischer	Faculty - Front House Instructor/Program Coordinator Tenure Track year 3 - teaches Front House and Restaurant Management classes.
Shelly Kaldunski	Faculty - Chef Instructor/Baking and Pastry Program Coordinator, tenure track year 2 - primarily teaches Baking and Pastry courses

2.3b Full-Time and Part-Time Ratios

Discipline	FTEF Reg	% Reg Load	FTEF Adj	% Adj Load	Description
Culinary Arts	4.1300	48.0000	4.2000	52.0000	<p>The department currently receives 56% chair reassign time which is split between several fulltime faculty members along with the chair.</p> <p>The Culinary Department continues to be well below the mandated 75/25 ratio as set by the State</p>

2.3c Faculty Within Retirement Range

No upcoming retirements.

1-under 50

4 -50-60

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

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

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

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

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

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

We are currently taking a leadership role in education surrounding sustainable food systems and activism. We are training the future of food. The new facility will demand an even bigger commitment to this leadership.

We are embracing the re-engineering of our cluster by strategizing how to work together more effectively with other programs and departments within Agriculture, Nutrition, and Hospitality. We are also working closely with ESL with a *Culinary for ESL* program that feeds non-English speakers into the program and ultimately into the workforce. The Culinary Arts Center is a showpiece of the College. The very public face of the culinary arts in a county that celebrates food and wine both culturally and economically has the ability to add to the College's already solid reputation, in a very unique way. Ensuring adequate qualified staffing is essential to achieving this goal.

These goals of interdepartmental collaboration, program expansion, business expansion, and educational environmental leadership, are only possible with a commitment of necessary resources. The business expansion, which will generate operational revenue, will require 1-2 additional full-time culinary faculty within three (3) years. The program will also benefit from enough reassigned time for the department chair to manage the program full time, and the implementation of *pay* for program coordinators.

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

The Culinary Arts Department Chair reassigned time takes one of the three full-time faculty out of the classroom for a necessary 61% reassigned time, much of which is used to oversee the retail operations, building, and equipment.

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

Two (2) full time faculty are currently undergoing tenure review.

2.3e Faculty Staffing Requests

Rank	Location	SP	M	Discipline	SLO Assessment Rationale
0001	Santa Rosa	01	01	Culinary Arts	Additional faculty necessary to meet SLO requirements for the Culinary Arts program.

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

Equipment adequacy:

The three commercial dishwashers that were purchased for the Culinary Center have proven to be unreliable and extremely expensive to operate. All three need repalcing. These currently do not meet industry standards for ease of use and reliability.

Plastic and wooden cutting boards have a limited lifetime and the ones currently in use are cracking causing sanitation problems.

The commercial buffalo clopper is needed to accomodate increased production and to reduce wear and tear on the smaller food processors.

The service cart is needed to enhance the dining experience and to expand the teaching possibilities in the Front House.

The Pacojet freezer is needed to replace the unit that was purchased for the Culinary Center and has proven to be inadequate as a teaching tool. This equipment is necessary to meet the SLO requirements of several classes within the Baking and Pastry program.

Display serviceware is needed to display the wonderful baked goods in the retail bakery.

The sausage stuffer is needed meet the SLO requirements in the Garde Manger and Cafe classes.

Various pieces of equipment need regular replacement due to wear and tear, including two (2) convection ovens in the production bakery. These ovens are currently non-op need to be replaced with combi-type ovenes that are the industry standard and are needed to meet the SLO requirements of teaching to current industry standards.

Mixers and food processors wearout and are in need of replacement. Current equipment ranges from 5-18 years old.

Ipads are needed in instructional labs by instructor for regular assessments and access to recipes.

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

Replacement pasta roller needed for student use in Culinary labs.

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

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

Room dividers are needed to allow for separation of parties in the dining rooms.

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

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

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

The amplifier was cut from the Culinary Center Project budget and as a result, much of the purchased equipment sits idle.

The flat panel monitor was cut from the project in spite of the fact that all the wiring is in place in the wall selected for this panel. This is greatly needed in the retail bakery.

The screen goes with the projector.

The Food Truck is an obvious addition to the Department and the College and will be essential to meet certificate level SLOs as the new Catering certificate rolls out.

2.4c Instructional Equipment and Software Requests

Rank	Location	SP	M	Item Description	Qty	Cost Each	Total Cost	Requestor	Room/Space	Contact
0001	Santa Rosa	01	01	Combi oven	2	\$40,000.00	\$80,000.00	James Cason	production bakery	James Cason
0002	Santa Rosa	04	07	Commercial Dishwasher	3	\$13,000.00	\$39,000.00	M. Salinger	Burdo Culinary Center	M. Salinger
0003	ALL	00	00	Replacement Food Processors (Robot Coupe R2N)	4	\$912.00	\$3,648.00	M. Salinger	Burdo Culinary Center	M. Salinger
0004	Santa Rosa	02	01	Pacojet Super System Ice Cream Freezer	1	\$4,700.00	\$4,700.00	M. Salinger	Burdo Culinary Center	M. Salinger
0005	Santa Rosa	04	01	Wooden Cutting Boards	60	\$68.40	\$4,104.00	M. Salinger	Burdo Culinary Center	M. Salinger
0006	Santa Rosa	02	01	Plastic Cutting Boards	60	\$39.00	\$2,340.00	M. Salinger	Culinary Center Kitchens	M. Salinger
0007	Santa Rosa	02	01	Display serviceware	1	\$400.00	\$400.00	M. Salinger	Burdo Culinary Center	M. Salinger
0008	Santa Rosa	02	01	F. Dick Sausage Stuffer	1	\$747.00	\$747.00	M. Salinger	Burdo Culinary Center	M. Salinger
0009	ALL	00	00	Commercial pasta roller	1	\$1,400.00	\$1,400.00	M. Salinger	Burdo Culinary Center	M. Salinger
0010	ALL	00	00	20 quart Mixer	1	\$3,000.00	\$3,000.00	M. Salinger	Burdo Culinary Center	M. Salinger
0011	Santa Rosa	04	01	Commercial Buffalo Chopper	3	\$8,500.00	\$25,500.00	M. Salinger	Burdo Culinary Center	M. Salinger
0012	Santa Rosa	02	01	Gueridon Service Cart	1	\$3,700.00	\$3,700.00	M. Salinger	Burdo Culinary Center	M. Salinger
0013	Santa Rosa	02	01	Kreb's Chocolate Spray Gun	1	\$370.00	\$370.00	M. Salinger	Burdo Culinary Center	M. Salinger
0014	Santa Rosa	02	01	Replacement globe 6 qt. Mixers	10	\$600.00	\$6,000.00	M. Salinger	Burdo Culinary Center	M. Salinger

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

Rank	Location	SP	M	Item Description	Qty	Cost Each	Total Cost	Requestor	Room/Space	Contact
0001	Santa Rosa	01	02	Student workstations (computers)	3	\$1,500.00	\$4,500.00	Jim Cason	Second Floor of Burdo lobby area	Jim Cason
0002	Santa Rosa	00	00	Patio sales cart	1	\$1,200.00	\$1,200.00	Michael Salinger	Burdo Culinary Arts Center	Michael Salinger
0003	Santa Rosa	00	00	Flat Panel Monitor Display	1	\$2,000.00	\$2,000.00	Michael Salinger	Burdo retail Bakery	Michael Salinger
0004	Santa Rosa	00	00	utility carts	3	\$250.00	\$750.00	Michael Salinger	Burdo Culinary Arts Center	Michael Salinger
0005	Santa Rosa	04	01	Portable Classroom Projection Screen	1	\$250.00	\$250.00	Michael Salinger	Burdo Culinary Arts Center	Michael Salinger

0006	Santa Rosa	04	01	Ipad 2's	4	\$399.00	\$1,596.00	Michael Salinger	Burdo Culinary Arts Center	Michael Salinger
0006	Santa Rosa	04	01	Portable Classroom whiteboards	4	\$300.00	\$1,200.00	Michael Salinger	Burdo Culinary Arts Center	Michael Salinger
0007	Santa Rosa	00	00	Amplifier for audio/paging system	1	\$0.00	\$0.00	Michael Salinger	Burdo Culinary Arts Center	Michael Salinger
0008	Santa Rosa	00	00	movable room divider screens	6	\$200.00	\$1,200.00	M. Salinger	Burdo	M. Salinger
0009	Santa Rosa	00	00	media projector	1	\$1,000.00	\$1,000.00	M. Salinger	Burdo	M. Salinger
0010	Santa Rosa	00	00	Food Truck for Catering	1	\$40,000.00	\$40,000.00	Michael Salinger	Burdo Culinary Arts Center	Michael Salinger

2.5a Minor Facilities Requests

Rank	Location	SP	M	Time Frame	Building	Room Number	Est. Cost	Description
0001	Santa Rosa	01	01	1 Year	Burdo Culinary Arts Center	Patio/BBQ Area	\$50,000.00	Health Dept. requires an enclosure for full outdoor food service. Department needs an enclosure built on the present site of the bike racks to utilize the outdoor area.
0001	Santa Rosa	00	00	Urgent	Burdo Culinary Arts Center	Patio/BBQ Area	\$0.00	Power outlets need to be installed around the patio area to allow for outdoor food sales and special events.
0001	Santa Rosa	01	01	1 Year	Burdo Culinary Arts Center	Patio/BBQ Area	\$50,000.00	Health Dept. requires an enclosure for full outdoor food service. Department needs an enclosure built on the present site of the bike racks to utilize the outdoor area.
0002	Santa Rosa	00	00	Urgent	Burdo Culinary Arts Center	Scullery #1	\$0.00	The floor in this room was incorrectly constructed resulting in standing water in the corners with no slope to the floor drain.
0003	Santa Rosa	00	00	Urgent	Burdo Culinary Arts Center	Teaching Kitchen #1	\$0.00	The floor drain at the steam kettle in this room was incorrectly constructed resulting in hot liquid spilling onto floor; this condition is a safety concern.
0005	Santa Rosa	00	00	Urgent	Burdo Culinary Arts Center	Burdo 4912	\$0.00	The window to the outside needs screening to hide unattractive mechanical equipment. This room is used as a dining room and the view out this window is embarrassing.
0005	Santa Rosa	00	00	Urgent	Burdo Culinary Arts Center	Ice Cream/Chocolate room	\$0.00	This room was to have been suitable for the production of ice cream and the working of chocolate. These tasks required temperature and humidity controls. Additionally, this room has failed to meet State Dairy inspector requirements and as a result, the Program is not allowed to make any egg-based ice cream. This room needs to be brought up to State standards so that the students in this program are able to practice the skills required by the curriculum.
0005	Santa Rosa	00	00	Urgent	Burdo Culinary Arts Center	Office workroom	\$0.00	The workroom in the office area was constructed without a door making use of this room for private meetings impossible. Doors need to be installed at this location.
0006	Santa Rosa	04	01	Urgent	Burdo	Production Baking	\$0.00	Purchase and installation of hanging electrical cord reels in the Production Baking kitchen. This will replace the current hanging outlets which do not retract and cause a significant safety hazard.
0007	Santa Rosa	00	00	1 Year	Burdo	Outside Door	\$0.00	Replace missing plaque outside of student entrance
0008	Santa Rosa	04	07	Urgent	Burdo		\$0.00	Osmosis water filtering system for the entire building. Already hard water is causing premature failures of equipment and valves that are less than 3 years old.

0009	Santa Rosa	04	01	Urgent	Burdo	Outside patio	\$0.00	Lighting for the outside patio, specifically to illuminate the area around the wood-burning oven.
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2.5b Analysis of Existing Facilities

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

- The fire pump is not yet installed causing potential fire safety issues.
- There are ongoing problems with the delivery of hot water to hand washing sinks.
- The plumbing in all three sculleries continues to fall apart and deteriorate in spite of continued warranty repairs.
- Entry and exit doors continuously need adjusting.
- There is regular drainpipe backup in the receiving room causing unsanitary and unsafe conditions.
- The hanging electrical outlets in the Production Bakery are unsafe and need to be redesigned.
- The Ice Cream and Chocolate room were supposed to have been designed and built in compliance with all governing agencies. The failure to achieve these goals has left this room unable to fulfill the needs of the Program.
- There are no electrical outlets available to service the outdoor patio area. These need to be installed to allow for full use of this area.
- Many of the A/V Media systems in the building are regularly in need of service calls to make them operational. This system needs to be made fully operational and stable.
- 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.
- The workroom in the office area was built with no door, one should be installed to allow for private meetings in this valuable space.
- High pressure hot water was supposed to have been provided in the mat washing area. Lack of high pressure makes this job time consuming and wastes water.
- Poor workmanship in the sculleries are causing water backups on the floor, caulking to peel away at many edges, and for the equipment to deteriorate rapidly due to water damage. The floor in the main scullery should be re-laid in a manner that it drains properly; the stainless equipment should be properly installed to avoid caulking issues.
- The three commercial dishwashers were poorly chosen and have proven to be difficult and expensive to operate. Suggest that these be replaced with better units.

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

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

- Adjustment of toilet water system, to stop intermittent flushing

- College support of Shone Farm/Culinary collaborative composting: resources needed to transport kitchen scraps to the farm; resources needed to manage the compost at the farm.

Custodial Support:

The department feels that the Culinary Center should receive additional custodial support. With the Culinary Cafe and Bakery open, the building is very much in the public eye and the current level of custodial support is inadequate.

3.1 Develop Financial Resources

Future Funding: n/a

Current Funding:

- Name of Grant: CTEA (Career and Technical Education Act)
- Source: federal funding per above
- Lead Person: Betsy Fischer, Culinary Arts Instructor
- Targeted Population: students, alumni and graduates of the culinary arts, wine studies and hospitality programs at SRJC
- Amount: \$43,550
- District Match?: no
- Renewable?: no
- Cycle: July 2013-June 2014
- Start Date: July 2013
- Partners: SRJC wine studies and hospitality programs

3.2 Serve our Diverse Communities

Recruitment/Diversity:

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

Promotion of Diversity:

The department offers a wide range of ethnic cooking classes for the continuing professional as well as the community and continues to expand the curriculum to include courses that represent a wide range of cuisines from around the globe. 30 ethnic cooking courses were recently added to the department's list of approved courses.

Collaboration with the ESL department to outreach to our international student population. Numerous faculty members provide demonstrations pertaining to their discipline each spring to the ESL for culinary arts students.

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

3.3 Cultivate a Healthy Organization

Classified staff are encouraged to attend Professional Development days and workshops and are given release time to do so.

We have and will continue to collaborate with Nutrition and also Ag to produce PDA workshops highlighting synergy between our departments.

3.4 Safety and Emergency Preparedness

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

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

3.5 Establish a Culture of Sustainability

3.5 Sustainable Practices

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

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

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

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

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

Another option is to purchase a self-contained composting system, dependent on available, targeted funding.

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

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

In the short term, there are several on-going post construction glitches that can be corrected. These include several water pressure and water temperature issues. As an example, frequently our facility is without hot water, forcing us to run water for long periods of time, waiting for the temperature to increase. This is incredibly wasteful of gallons upon gallons of water per day. We have requested that a screen be installed in the fenced off electrical equipment area which sits on the exterior south facing side of our building. A recent break in exposed the fact that vandalism and tampering with such electrical equipment, is easy and quite accessible. With the pull of a lever, the power to our building was shut off. Our refrigeration was out for up to 8 hours, causing us to lose hundreds of dollars' worth of food. It could have been much worse. Added security in this area of our building ensures that we are able to maintain minimal food waste. There is an alarm installed which should have alerted the facilities department on campus of the power outage. No such alarm sounded. Once fixed, these changes will allow for a more sustainable and efficient building model, thus bringing down some of the operating costs.

4.1a Course Student Learning Outcomes Assessment

The Culinary Department plan is to assess each semester at least one SLO from courses that have not yet been assessed that are taught in that semester. There are **79** approved Ethnic & Specialty cooking courses that are not regularly scheduled. **20** of these courses have been assessed. SLOs for elective Ethnic & Specialty cooking courses that are not offered every semester will be assessed at the end of the semester in which they are taught. All on-going SLO assessments will be posted into the College Sharepoint system at the end of each Fall and Spring semesters. Assessed summer courses will be posted at the beginning of each Fall. Certificate courses that are offered each semester will be assessed regularly on a six-year cycle.

Courses that have assessed SLOs are in **BOLD** on the following plan. Date for completion of remaining SLOs is indicated in the plan.

Course	Name	SLO #s	Participating Faculty*	Academic Year Initiated or to Be Initiated	Semester Completed or Planned* to Be Completed	Comments
Course						
CUL 98						
CUL 99I						
CUL 250	Sani/Safety	1, 4	C. Burgett	2012-2013	F2013	
CUL 250	Sani/Safety	2,3,5*	C. Burgett	2014-2015	F2014*	
CUL 250.1	Cul Survey	1,2	J. Cason, B. Fischer + 4 other instructors	2013-2014	S2014	
CUL 252.3	Knife Skills	1,2	J. Cason, C. Burgett + 4 other instructors	2012-2013	F2013	
CUL 252.3	Knife Skills	3*	J. Cason, C. Burgett + 4 other instructors	2014-2015	F2014*	
CUL 252.13	Garde Manger	1,2	J. Cason, S. Kaldunski + 2 other instructors	2013-2014	S2014	
CUL 252.13	Garde Manger	3,4*	J. Cason, S. Kaldunski + 2 other instructors	2013-2014	F2014*	
CUL 253A	Café 1	1	M. Salinger, J. Cason, S. Kaldunski	2010-2011	S2011	
CUL 253A	Café 1	2	M. Salinger, J. Cason, S. Kaldunski	2011-2012	S2012	
CUL 253A	Café 1	3,4,5*	M. Salinger, J. Cason, S. Kaldunski	2014-2015	F2014*	
CUL 253B	Café 2	1	M. Salinger, J. Cason, S. Kaldunski	2010-2011	S2011	
CUL 253B	Café 2	2	M. Salinger, J. Cason, S. Kaldunski	2011-2012	S2012	
CUL 253B	Café 2	3,4,5,6*	M. Salinger, J. Cason, S. Kaldunski	2014-2015	F2014*	
CUL 253.1	Prof Ckng Basics	2,4	J. Cason, C. Burgett, S. Kaldunski + 1 other instructor	2013-2014	S2014	
CUL 253.1	Prof Ckng Basics	1,3*	J. Cason, C. Burgett, S. Kaldunski + 1 other instructor	2014-2015	F2014*	
CUL 253.5	Meat & Sauce	1,2	J. Cason, C. Burgett + 1 other instructor	2013-2014	S2014	
CUL 253.5	Meat & Sauce	3,4*	J. Cason, C. Burgett + 1 other instructor	2014-2015	F2014*	
CUL 254	Intro Baking	3,4	S Kaldunski, C. Burgett + 1 other instructor	2012-2013	F2012	
CUL 254	Intro Baking	1,2*	S Kaldunski, C. Burgett + 1 other instructor	2014-2015	F2014*	
CUL 254.6	Bread Bkng	3,4	S Kaldunski, C. Burgett + 1 other instructor	2012-2013	F2012	
CUL 254.6	Bread Bkng	1,2*	S Kaldunski, C. Burgett + 1 other instructor	2014-2015	F2014*	
CUL 254.9	Cake Décor.	2,3	S Kaldunski, C. Burgett + 1 other instructor	2012-2013	F2012	

CUL 254.9	Cake Décor.	1*	S Kaldunski, C. Burgett + 1 other instructor	2014-2015	F2014*	
CUL 254.10	Tarts & Pies	2,3	S Kaldunski, C. Burgett + 1 other instructor	2012-2013	F2012	
CUL 254.10	Tarts & Pies	1*	S Kaldunski, C. Burgett + 1 other instructor	2014-2015	F2014*	
CUL 254.11	Chocolate	2,3	S Kaldunski, C. Burgett + 1 other instructor	2012-2013	F2012	
CUL 254.11	Chocolate	1*	S Kaldunski, C. Burgett + 1 other instructor	2014-2015	F2014*	
CUL 254.12	Cookies, Candies	1,3	S Kaldunski, C. Burgett + 1 other instructor	2013-2014	S2014	
CUL 254.12	Cookies, Candies	2*	S Kaldunski, C. Burgett + 1 other instructor	2014-2015	F2014*	
CUL 254.13	Soft Desserts	2,3	S Kaldunski, C. Burgett + 1 other instructor	2012-2013	F2012	
CUL 254.13	Soft Desserts	1*	S Kaldunski, C. Burgett + 1 other instructor	2014-2015	F2014*	
CUL 255	Prod Bkng	1,3	S Kaldunski, C. Burgett + 1 other instructor	2010-2011	F2011	
CUL 255	Prod Bkng	2,4*	S Kaldunski, C. Burgett + 1 other instructor	2014-2015	F2014*	
CUL 256	Front House	1, 3	B. Fischer + 2 other instructors	2013-2014	S2014	
CUL 256	Front House	2*	B. Fischer + 2 other instructors	2014-2015	F2014*	
CUL 256.3	Intro Fd/Bev OPS	1	B. Fischer + 2 other instructors	2013-2014	S2014	
CUL 256.5	Wine Apprec.	1,2	B. Fischer + 2 other instructors	2013-2014	S2014	
CUL 256.6	Wine/Food Affinities	1, 2, 4	B. Fischer + 2 other instructors	2013-2014	F2014	
CUL 256.6	Wine/Food Affinities	3*	B. Fischer + 2 other instructors	2014-2015	F2014*	
CUL 256.8	Bev. Mgmt	1	B. Fischer + 2 other instructors	2013-2014	S2014	
CUL 256.9	Intro Rest. Wine	1	B. Fischer + 2 other instructors	2013-2014	S2014	
CUL 256.10	Rest. Operations	1	B. Fischer + 2 other instructors	2013-2014	S2014	
CUL 260	Spec Topics Baking and Pastry					Umbrella course not taught separately
CUL 260.1	Cake Bkng		S Kaldunski, C. Burgett + 2 other instructors			This course has not yet been offered.
CUL 260.2	Filling/Frosting		S Kaldunski, C. Burgett + 2 other instructors			This course has not yet been offered.
CUL 260.3	Fancy Cakes	1,2	S Kaldunski, C. Burgett + 2 other instructors	2013-2014	SU2014	
CUL 260.4	Petits Fours		S Kaldunski, C. Burgett + 2 other instructors			This course has not yet been offered.

CUL 260.5	Wedding Bkng	1,2	S Kaldunski, C. Burgett + 2 other instructors	2013-2014	SU2014	
CUL 260.6	Wedding Assembly	1,2	S Kaldunski, C. Burgett + 2 other instructors	2013-2014	SU2014	
CUL 260.15	Artisan Bread	1,2	S Kaldunski, C. Burgett + 2 other instructors	2013-2014	SU2014	
CUL 260.16	Sourdough Breads		S Kaldunski, C. Burgett + 2 other instructors			This course has not yet been offered.
CUL 260.17	Enriched Yeast		S Kaldunski, C. Burgett + 2 other instructors			This course has not yet been offered.
CUL 260.18	Holiday Yeast		S Kaldunski, C. Burgett + 2 other instructors			This course has not yet been offered.
CUL 260.19	Pizza/Focaccia	1,2	S Kaldunski, C. Burgett + 2 other instructors	2013-2014	SU2014	
CUL 260.20	Whole Grain		S Kaldunski, C. Burgett + 2 other instructors			This course has not yet been offered.
CUL 260.25	Seasonal pie		S Kaldunski, C. Burgett + 2 other instructors			This course has not yet been offered.
CUL 260.26	Seasonal tarts		S Kaldunski, C. Burgett + 2 other instructors			This course has not yet been offered.
CUL 260.31	Holiday Cookies		S Kaldunski, C. Burgett + 2 other instructors			This course has not yet been offered.
CUL 260.32	Holiday Cakes		S Kaldunski, C. Burgett + 2 other instructors			This course has not yet been offered.
CUL 260.33	Holiday Tarts		S Kaldunski, C. Burgett + 2 other instructors			This course has not yet been offered.
CUL 260.34	Holiday Pies		S Kaldunski, C. Burgett + 2 other instructors			This course has not yet been offered.
CUL 260.35	Holiday Breads		S Kaldunski, C. Burgett + 2 other instructors			This course has not yet been offered.
CUL 260.36	Holiday Candies		S Kaldunski, C. Burgett + 2 other instructors			This course has not yet been offered.
CUL 265	Spec Top Ethnic Bkng					Umbrella course not taught separately
CUL 270	Spec Top CUL					Umbrella course not taught separately
CUL 270.2	Grilling	1,2	J. Cason + 2 other instructors	2013-2014	SU2014	
CUL 270.3	Smoking		Instructor TBA			This course has not yet been offered.

CUL 270.4	Stocks		Instructor TBA			This course has not yet been offered.
CUL 270.21	Bscs Ckng Tech		Instructor TBA			This course has not yet been offered.
CUL 270.30	Wine Cntry	1,2	J. Cason + 2 other instructors	2013-2014	SU2014	
CUL 270.31	CSA Ckng		Instructor TBA			
CUL 275	Spec Top Ethnc					Umbrella course not taught separately
CUL 275.10	Cajun/Creole	1	J. Cason + 2 other instructors	2013-2014	S2014	
CUL 275.11	Southern		Instructor TBA			This course has not yet been offered.
CUL 275.12	Hawaiian	1	J. Cason + 2 other instructors	2013-2014	S2014	
CUL 275.20	Turkish		Instructor TBA			This course has not yet been offered.
CUL 275.21	Lebanese		Instructor TBA			This course has not yet been offered.
CUL 275.22	Israeli		Instructor TBA			This course has not yet been offered.
CUL 275.23	Jordanian		Instructor TBA			This course has not yet been offered.
CUL 275.30	Macaon		Instructor TBA			This course has not yet been offered.
CUL 275.31	Pekinese		Instructor TBA			This course has not yet been offered.
CUL 275.32	Shaghainese		Instructor TBA			This course has not yet been offered.
CUL 275.33	Hunanese		Instructor TBA			This course has not yet been offered.
CUL 275.34	Cantonese		Instructor TBA			This course has not yet been offered.
CUL 275.35	Hong Kongese	1	C. Burgett + 1 other instructor	2013-2014	S2014	
CUL 275.36	Mongolian		Instructor TBA			This course has not yet been offered.
CUL 275.37	Nepalese		Instructor TBA			This course has not yet been offered.
CUL 275.42	Singaporean		Instructor TBA			This course has not yet been offered.
CUL 275.43	Philippine		Instructor TBA			This course has not yet been offered.

CUL 275.44	Burmese		Instructor TBA			This course has not yet been offered.
CUL 275.45	Laotian		Instructor TBA			This course has not yet been offered.
CUL 275.46	Indonesian		Instructor TBA			This course has not yet been offered.
CUL 275.47	Vietnamese		Instructor TBA			This course has not yet been offered.
CUL 275.48	Indian	1	C. Burgett + 1 other instructor	2013-2014	S2014	
CUL 275.49	Malaysian		Instructor TBA			This course has not yet been offered.
CUL 275.50	Moroccan		Instructor TBA			This course has not yet been offered.
CUL 275.51	Tunisian		Instructor TBA			This course has not yet been offered.
CUL 275.52	Algerian		Instructor TBA			This course has not yet been offered.
CUL 275.53	Ghanaian		Instructor TBA			This course has not yet been offered.
CUL 275.54	Ethiopian		Instructor TBA			This course has not yet been offered.
CUL 275.55	Kenyan		Instructor TBA			This course has not yet been offered.
CUL 275.56	Egyptian		Instructor TBA			This course has not yet been offered.
CUL 275.63	Portuguese		Instructor TBA			This course has not yet been offered.
CUL 275.64	Greek	1	C. Burgett + 1 other instructor	2013-2014	S2014	
CUL 275.65	Spanish		Instructor TBA			This course has not yet been offered.
CUL 275.70	Puerto Rican		Instructor TBA			This course has not yet been offered.
CUL 275.71	Cuban		Instructor TBA			This course has not yet been offered.
CUL 275.72	DOMINICAN CUISINE		Instructor TBA			This course has not yet been offered.
CUL 275.73	JAMAICAN CUISINE		Instructor TBA			This course has not yet been offered.
CUL 275.74	COLOMBIAN/VE NEZUELAN		Instructor TBA			This course has not yet been offered.

CUL 275.75	BRAZILIAN CUISINE		Instructor TBA			This course has not yet been offered.
CUL 275.76	ARGENTINEAN CUISINE		Instructor TBA			This course has not yet been offered.
CUL 275.80	NW ITALIAN CUISINE	1	C. Burgett + 1 other instructors	2013-2014	S2014	
CUL 275.81	NORTHERN ITALIAN CUISINE	1	C. Burgett + 1 other instructors	2013-2014	S2014	
CUL 275.82	NORTHEAST ITALIAN		Instructor TBA			This course has not yet been offered.
CUL 275.83	SOUTHERN ITALIAN CUISINE		Instructor TBA			This course has not yet been offered.
CUL 275.84	Eastern Central Italian		Instructor TBA			This course has not yet been offered.
CUL 275.85	Western Central Italian		Instructor TBA			This course has not yet been offered.
CUL 285	SPEC TOP VEGETARIAN COOK					
Cul 285.11	VEGAN COOKING	1,2	C. Burgett + 1 other instructors	2013-2014	S2014	
Cul 285.12	MARKET FRESH VEGETARIAN	1,2	C. Burgett + 1 other instructors	2013-2014	S2014	
CUL 285.21	VEGETARIAN COOKING TECH	1,2	C. Burgett + 1 other instructors	2013-2014	S2014	
CUL 285.22	VEG SOUP, STOCK, SAUCES	1,2	C. Burgett + 1 other instructors	2013-2014	S2014	
CUL 285.23	VEGETARIAN'S PANTRY	1,2	C. Burgett + 1 other instructors	2013-2014	S2014	
CUL 287.6	REGIONAL CHIN COOK	1	C. Burgett + 1 other instructors	2013-2014	S2014	
CUL 222	Culinary Tour of Sonoma Co.		J. Cason + 1 other instructor			This course has not yet been offered.
TOTALS						
Certificates	Culinary Arts	1,2,3,4,5, 6,7,8	J. Cason, M. Salinger	2013-2014	S2014	
	Baking and Pastry	1,2,3,4,5, 6,7,8	S. Kaldunski, C. Burgett	2013-2014	S2014	
	Front House Operations	1,2,3,4	B. Fischer	2013-2014	S2014	
	Dining Room Service	1,2,3	B. Fischer	2013-2014	S2014	
	Restaurant Management		B. Fischer		F2014	
Majors	Culinary Arts	1,2,3,4,5, 6,7,8	J. Cason, M. Salinger	2013-2014	S2014	
	Restaurant Management		B. Fischer		F2014	

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

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

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

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

4.1b Program Student Learning Outcomes Assessment

- *What certificates/majors(s) has the program/unit assessed over the past six years?* Four of five certificates have been successfully assessed. One of two Majors has been successfully assessed. The Restaurant Management certificate & Major will be assessed at the end of Fall, 2014.
- *How have the results been used to improve student learning at the certificate/major level?* Successful CTE training is inherently based on assessed performance. Quantifying our methods through SLO assessment has encouraged consistent assessment across the programs.

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

Certificates and majors in the department will be assessed on a six year cycle as indicated in the charted plan below. All certificates and major assessments will be completed by Fall 2014. Course assessments will be on-going, and entered into the Sharepoint system at the end of each Fall & Spring semesters.

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

Majors			
Culinary Arts	S2014/S2020		
Restaurant Management	S2014/S2020		

4.1c Student Learning Outcomes Reporting

Type	Name	Student Assessment Implemented	Assessment Results Analyzed	Change Implemented
Course	Cul 98 Independent Study	Fall 2012	N/A	N/A
Course	Cul 98 Independent Study	Fall 2012	N/A	N/A
Course	Cul 98 Independent Study	Fall 2012	N/A	N/A
Course	Cul 275 Spec Top Ethnic Cuisin	N/A	N/A	N/A
Course	Cul 275.10 Cajun and Creole	Fall 2014	Fall 2014	N/A
Course	Cul 275.11 Southern Cuisine	N/A	N/A	N/A
Course	Cul 275.12 Hawaiian Cuisine	Spring 2014	Spring 2014	N/A
Course	Cul 275.20 Turkish Cuisine	N/A	N/A	N/A
Course	Cul 275.21 Lebanese Cuisine	N/A	N/A	N/A
Course	Cul 275.22 Israeli Cuisine	N/A	N/A	N/A
Course	Cul 275.23 Jordanian Cuisine	N/A	N/A	N/A
Course	Cul 275.30 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
Course	Cul 275.50 Moroccan Cuisine	N/A	N/A	N/A
Course	Cul 275.51 Tunisian Cuisine	N/A	N/A	N/A
Course	Cul 275.52 Algerian Cuisine	N/A	N/A	N/A
Course	Cul 275.53 Ghanaian Cuisine	N/A	N/A	N/A
Course	Cul 275.54 Ethiopian Cuisine	N/A	N/A	N/A
Course	Cul 275.55 Kenyan Cuisine	N/A	N/A	N/A
Course	Cul 275.56 Egyptian Cuisine	N/A	N/A	N/A
Course	Cul 275.63 Portugese Cuisine	N/A	N/A	N/A
Course	Cul 275.64 Greek Cuisine	Spring 2014	Spring 2014	N/A
Course	Cul 275.65 Spanish Cuisine	N/A	N/A	N/A
Course	Cul 275.70 Puerto Rican Cuisin	N/A	N/A	N/A
Course	Cul 275.71 Cuban Cuisine	N/A	N/A	N/A
Course	Cul 275.72 Dominican Cuisine	N/A	N/A	N/A
Course	Cul 275.73 Jamaican Cuisine	N/A	N/A	N/A
Course	Cul 275.74 Columbian/Venezuela	N/A	N/A	N/A
Course	Cul 275.75 Brazilian Cuisine	N/A	N/A	N/A
Course	Cul 275.76 Argentinean Cuisine	N/A	N/A	N/A
Course	Cul 275.80 NW Italian Cuisine	Spring 2014	Spring 2014	N/A
Course	Cul 275.81 Northern Italian	Spring 2014	Spring 2014	N/A
Course	Cul 275.82 Northeast Italian	N/A	N/A	N/A
Course	Cul 275.83 Southern Italian	N/A	N/A	N/A
Course	Cul 285 Spec Top Veg Cooking	N/A	N/A	N/A
Course	Cul 285.11 Vegan Cooking	Spring 2014	Spring 2014	N/A
Course	Cul 285.12 Market Fresh Veg	Spring 2014	Spring 2014	N/A
Course	Cul 285.21 Veg Cooking Tech	Spring 2014	Spring 2014	N/A
Course	Cul 285.22 Veg soup, Stock, Sa	Spring 2014	Spring 2014	N/A
Course	Cul 285.23 Vegetarian Pantry	Spring 2014	Spring 2014	N/A
Course	Cul 287.6 Regional Chinese	Spring 2014	Spring 2014	N/A
Course	Cul 255 Production Baking	Spring 2011	Spring 2011	N/A
Course	Cul 256.8 Beverage Management	Fall 2013	Spring 2013	N/A
Course	Cul 256.9 Intro Rest. Wine	Fall 2013	Spring 2014	N/A

Course	Cul 256.10 Rest. Operations	Spring 2013	Spring 2014	N/A
Course	Cul 250 Sanitation and Safety	Fall 2009	Fall 2013	N/A
Course	Cul 250.1 Culinary Arts Survey	Fall 2011	Spring 2014	N/A
Course	Cul 252.3 Knife Skills	Fall 2011	Spring 2012	N/A
Course	Cul 252.13 Garde Manger	Fall 2012	Spring 2014	N/A
Course	Cul 253.1 Pro Cooking Basics	Spring 2012	Spring 2014	N/A
Course	Cul 253.5 Pro Meat/Sauce Prep	Fall 2012	Spring 2014	N/A
Course	Cul 253A Culinary Cafe 1	Spring 2011	Spring 2012	N/A
Course	Cul 253B Culinary Cafe 2	Spring 2012	Spring 2012	N/A
Course	Cul 254 Intro to Baking	Spring 2012	Fall 2012	N/A
Course	Cul 254.10 Tart & Pies	Fall 2012	Fall 2012	N/A
Course	Cul 254.11 Chocolate Technique	Fall 2012	Fall 2012	N/A
Course	Cul 254.12 Cookies, Confection	Fall 2013	Spring 2014	N/A
Course	Cul 254.13 Soft Desserts	Fall 2012	Fall 2012	N/A
Course	Cul 254.6 Bread Baking	Fall 2012	Fall 2012	N/A
Course	Cul 254.9 Cakes & Decorating	Fall 2012	Fall 2012	N/A
Course	Cul 256 Front House Ops	Fall 2013	Spring 2014	N/A
Course	Cul 256.3 Intro Food/Bev Ops	Fall 2013	Spring 2014	N/A
Course	Cul 256.5 Wine Appreciation	Fall 2013	Spring 2014	N/A
Course	Cul 256.6 Wine & Food Affin	Spring 2013	Fall 2014	N/A
Course	Cul 260.1 Cake Baking	N/A	N/A	N/A
Course	Cul 260.15 Arti Bread Baking	Fall 2013	Summer 2014	N/A
Course	Cul 260.16 Sourdough Breads	N/A	N/A	N/A
Course	Cul 260.17 Enr. Yeast Breads	N/A	N/A	N/A
Course	Cul 260.18 Holi.Yeast Breads	N/A	N/A	N/A
Course	Cul 260.19 Pizza and Foccacia	Fall 2013	Summer 2014	N/A
Course	Cul 260.2 Cake Baking: Fill an	N/A	N/A	N/A
Course	Cul 260.20 Whole Grain Breads	N/A	N/A	N/A
Course	Cul 260.25 Seasonal Pies	N/A	N/A	N/A
Course	Cul 260.26 Seasonal Tarts	N/A	N/A	N/A
Course	Cul 260.3 Fancy Cakes	Fall 2013	Summer 2014	N/A
Course	Cul 260.31 Holiday Cookies	N/A	N/A	N/A
Course	Cul 260.32 Holiday Cakes	N/A	N/A	N/A
Course	Cul 260.33 Holiday Tarts	N/A	N/A	N/A
Course	Cul 260.34 Holiday Pies	N/A	N/A	N/A
Course	Cul 260.35 Holiday Breads	N/A	N/A	N/A
Course	Cul 260.36 Holiday Candies	N/A	N/A	N/A
Course	Cul 260.4 Petit Fours	N/A	N/A	N/A
Course	Cul 260.5 Wed Cake Baking	Fall 2013	Summer 2014	N/A
Course	Cul 260.6 Wed Cake Assembly	Fall 2013	Spring 2014	N/A
Course	Cul 265 Spec Top Ethnic Baking	N/A	N/A	N/A
Course	Cul 270 Spec Top Culinary	N/A	N/A	N/A
Course	Cul 270.2 Pro Tech Grilling	Fall 2013	Summer 2014	N/A
Course	Cul 270.21 Basic Cooking Tech	N/A	N/A	N/A
Course	Cul 270.3 Pro Tech Smoking	N/A	N/A	N/A
Course	Cul 270.30 Wine Country Cuisin	Fall 2013	Summer 2014	N/A
Course	Cul 270.31 CSA Cooking	N/A	N/A	N/A
Course	Cul 270.4 Pro Tech Stocks	N/A	N/A	N/A
Certificate/Major	Culinary Arts Certificate	Fall 2013	Spring 2014	N/A
Certificate/Major	Baking and Pastry Certificate	Fall 2013	Spring 2014	N/A
Certificate/Major	Dinig Room Service Certificate	Fall 2014	Spring 2014	N/A
Certificate/Major	Front House Certificate	Spring 2014	Spring 2014	N/A
Certificate/Major	Restaurant Managem Certificate	Spring 2014	N/A	N/A
Certificate/Major	Restaurant Management Major	Spring 2014	N/A	N/A
Certificate/Major	Culinary Arts Major	Spring 2013	Spring 2014	N/A

4.2a Key Courses or Services that address Institutional Outcomes

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

4.2b Narrative (Optional)

4.2b Narrative

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

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

5.0 Performance Measures

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

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

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

The Department enrolled 3347students in 12/13.

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

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

Balanced/convenient schedule:

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

Geographic distribution:

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

Delivery modes:

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

Course demand:

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

Serving Students:

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

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

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

Santa Rosa Campus

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

Petaluma Campus (Includes Rohnert Park and Sonoma)

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

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

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

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

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

5.2a Enrollment Efficiency

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

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

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

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

Santa Rosa Campus

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

Petaluma Campus (Includes Rohnert Park and Sonoma)

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

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

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

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

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

5.2b Average Class Size

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

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

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

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

Santa Rosa Campus

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Culinary Arts	21.6	24.6	23.5	22.4	24.6	23.8	22.2	25.8	25.0

Petaluma Campus (Includes Rohnert Park and Sonoma)

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

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

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Culinary Arts	0.0	21.5	24.0	0.0	24.0	9.5	0.0	23.0	11.0

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

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

5.3 Instructional Productivity

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

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

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

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

Trends:

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

Improve productivity:

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

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

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

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

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

Santa Rosa Campus

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

Petaluma Campus (Includes Rohnert Park and Sonoma)

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

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

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

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

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

5.4 Curriculum Currency

Currency:

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

Plan:

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

Course deletions:

Many culinary courses were inactivated S2008-2011.

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

5.5 Successful Program Completion

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

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

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

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

Petaluma Campus (Includes Rohnert Park and Sonoma)

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

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

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

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

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

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

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

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

Santa Rosa Campus

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

Petaluma Campus (Includes Rohnert Park and Sonoma)

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

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

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

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

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

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

Encourage students:

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

Trends:

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

Improvements:

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

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

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

5.6 Student Success

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

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

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

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

District totals

ALL Disciplines	85.9%	76.4%	77.3%	85.1%	77.9%	78.6%	84.0%	77.3%
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- *How does student success at the discipline level compare to the overall District **success** rate? (Success means the student achieved a successful grade in the course, that is credit or an A, B, or C, or credit)* The Department has a nearly 13% higher success rate than the College as a whole.
- The department has significantly higher student equity data than the College as a whole. The one significant area for improvement is Male course completion.

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

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

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

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

	X2007	F2007	S2008	X2008	F2008	S2009	X2009
ALL Disciplines	82.5%	71.5%	72.9%	81.7%	73.2%	74.0%	80.9%

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

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

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

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

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

ALL Disciplines	2.53	2.56	2.60	2.60	2.63	2.65	2.64	2.64	2.63
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5.7 Student Access

*Do students from diverse ethnic backgrounds enroll in the disciplines at rates equal to their participation rates in the District as a whole? **The percentage of white students has been slowly declining while the Hispanic population has increased dramatically from 11.9% in 10/11 to 28.1 % in 13/14.***

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

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

	Decline to state	577	21.2%	391	16.8%	301	14.8%	
	ALL Ethnicities	2719	100.0%	2323	100.0%	2029	100.0%	

- *Do male or female students constitute 75% or more in this discipline? If so, what strategies are being used or planned to increase enrollment of the non-traditional gender?* Female students continue to be the larger group in this department. No actions are being taken at this time to correct this imbalance.

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

- *Has the program/unit experienced changes to its student population or changes in the needs of students in the last four years?* The student population is mostly the same, although, since 2008, it appears that the average age of students has increased. It appears that a larger percentage of students are working more hours per week than in the past, again due to the economy. These extra hours of work appear to affect the focus and energy level of the students and may be affecting their learning.
- *What types of outreach or retention efforts are occurring or should be implemented to better serve underserved or under-represented populations in this program?* The Department has asked for help for years with outreach to the Hispanic Community with little to no success. Considering this population group makes up a large percentage of the Food Industry in the County, more resources and Public Relations efforts need to be provided. The Department works with the ESL Department through a Culinary VESL course and has seen some improvement in retention of ESL students.
- *How does this program/unit serve students that are often underrepresented in college including various ethnic groups, lower socioeconomic groups, English language learners?* The Department works with the ESL Department through a Culinary VESL course and has seen some improvement in retention of ESL students. The instructors in this Department are very sensitive to the needs of all of our students and go out of their way to assist them in every way possible.

5.8 Curriculum Offered Within Reasonable Time Frame

The Culinary Department offers 5 certificate programs and two degree majors.

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

- Culinary Arts - 24 units, 2 semesters or 32 weeks
- Baking and Pastry - 17.5 units, 1-1 and 1/2 semesters or 24 weeks
- Dining Room Service - 5.5 units, 8 weeks
- Front House Operations - 9.5 units, 1 semester or 16 weeks
- Restaurant Operations - 18.5 units, 2 semesters or 32 weeks

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

5.9a Curriculum Responsiveness

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

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

How does the curriculum support the needs of other programs, certificates, or majors?
Cul 250 is part of the Hospitality and Diet Tech certificates, and Cul 222 is part of the Hospitality certificate.

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

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

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

CTE Only:

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

8-10

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

2

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

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

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

If not, why?

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

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

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

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

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

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

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

5.10 Alignment with Transfer Institutions (Transfer Majors ONLY)

5.11a Labor Market Demand (Occupational Programs ONLY)

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

Employment Development Department Labor Market Information Division March 7, 2013		2010-2020 Occupations With the Most Openings Santa Rosa-Petaluma Metropolitan Statistical Area (Sonoma County)		
SOC Code*	Occupational Title	Total Job Openings [1]	2012 First Quarter Wages [2]	
			Median Hourly	Median Annual

35-3022	Counter Attendants, Cafeteria, Food Concession, and Coffee Shop	590	\$9.05	\$18,828
35-2014	Cooks, Restaurant	470	\$12.58	\$26,168
35-1012	First-Line Supervisors of Food Preparation and Serving Workers	420	\$14.59	\$30,353
35-9011	Dining Room and Cafeteria Attendants and Bartender Helpers	360	\$9.04	\$18,809

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

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

CORNERSTONES OF CAREER AND ENTREPRENEURIAL OPPORTUNITIES

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

Eight in 10 restaurant owners say their first job in the restaurant industry was an entry-level position.

Nine in 10 salaried restaurant employees started as hourly workers.

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

Restaurants employ more minority managers than any other industry.

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

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

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

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

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

The restaurant industry is projected to employ 13.5 million people in 2014 — about one in 10 working Americans.

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

5.11b Academic Standards

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

6.1 Progress and Accomplishments Since Last Program/Unit Review

Rank	Location	SP	M	Goal	Objective	Time Frame	Progress to Date
0001	Santa Rosa	01	07	Increase food to go sales.	Create another opportunity for student food production. Increase revenues	2014/2015	With the installation of a wood-fired pizza oven, the students will be able to produce pizzas for both dine-in and to-go sales. Through advertising with Constant Contact on a weekly basis the Department has seen reservations/revenue increases.
0002	Santa Rosa	01	07	Gain ability to sell food prepared by Culinary students on the college campuses.	Create new revenue for the Program and to support the Culinary Center. Representation on the College Food Service contract committee.	2014/2015	Faculty time. This will require an agreement and understanding with the college's food service vendor. Faculty now participates in College Food Service contract committee.
0003	Santa Rosa	01	07	Open Culinary Café Patio for food service.	Develop specifications for patio furniture. Complete electrical and concrete work on Patio. Install Pizza Oven.	2014/2015	Furniture, electrical, and concrete work should all be covered under building construction budgets. The pizza oven has been donated and installed. Pizza oven is used for culinary classes, special events, and during café service.
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	Curriculum is in progress. Curriculum is in progress.
0005	Santa Rosa	03	06	Explore Contract Education options with local food businesses.	Develop industry partners. Increase enrollment in certificate programs. Work closely with Hispanic student population.	2014/2015	Program would be run through Contract Ed. Additional adjunct faculty required. One new adjunct faculty was hired and the department is set to interview further candidates during Fall 2014 semester. Community outreach by faculty.
0006	Santa Rosa	01	01	Increase Ethnic and Specialty Cooking course offerings.	Provide adequate number of sections for those students seeking Culinary majors.	2014/2015	Increased FTEF. Spring, Summer, and Fall 2014 Ethnic & Specialty course sections totaled 37 vs. 14 sections for Spring, Summer, and Fall of 2013.
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	In developmental stages. Program would be run through Contract Ed. Additional adjunct faculty required. One new adjunct faculty was hired and the department

							is set to interview further candidates during Fall 2014 semester.
0008	Santa Rosa	01	07	Expand Culinary Café days and hours of operation.	<p>Complete curriculum for new advanced culinary certificate program.</p> <p>Expand schedule of classes in the Department.</p> <p>Increase staffing to accommodate expanded business.</p> <p>Encourage more SRJC students to dine at Cafe.</p>	2014/2015	<p>Curriculum in progress.</p> <p>Class schedule increased 43 sections from 2013 to 2014 (both credit and Ethnic and Specialty Cooking classes).</p> <p>1 new STNC 50% Lead Cashier. 1 45% Classified Heavy Cleaner. AAIII position increased to 100% 12 months. Lab Asst. III increased to 100% 11 months.</p> <p>Promotion of café through the Culinary Cubs and campus clubs.</p>
0009	Santa Rosa	03	01	Development of simultaneously translated hybrid online courses.	<p>Support Hispanic student success.</p> <p>Increase International enrollments.</p>	2014/2015	<p>Outreach through ESL department.</p> <p>The Culinary Arts program is one of the most popular programs of interest to international students. Department plans on revamping their brochure and then send a supply to SRJC's International Student Program for their recruiters' use.</p>
0010	Santa Rosa	01	07	Solve wine licensing issues.	Develop strategy to change State legislation to allow for wine service in Community College Culinary Programs.	2014/2015	Faculty research and discussions have concluded that changing state law to enable wine service in the Culinary Café for the purpose of student wine education is not a realistic strategy. Other options are currently being explored.

6.2a Program/Unit Conclusions

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

6.2b PRPP Editor Feedback - Optional

New Certificate Development

With a fully equipped state of the art facility having been built and available for use in January 2012, it is time to begin planning for our new certificates. Bread Baking, Confection, Cake Decorating, Frozen Desserts, Vegetarian Cooking, Catering, Advanced Culinary, and Butchery are among the new certificates that the Culinary Arts department would like to develop, Catering being the priority. Curriculum development, and equipment planning is in progress.

Staffing

In 2013 the supervising administrators approved changing the Classified AAIII position to a 100%, 12 month position and in 2014; a 45% Classified Heavy Cleaner position was approved. These two positions are partly or fully funded from the café revenue account. The part-time Classified Lab Asst. III was changed to 100%, 11 months. From November 2013 to present the Department has been without a Culinary Operations Specialist. The Department is presently in the hiring process and hopes to have this position filled by the end of Fall 2014.

The café revenue account also funds two part time STNC Counter Manager positions and one part-time Lead Cashier position.

The facility continues to lack proper custodial support which is showing in the cleanliness of the building.

Equipment

Much of the existing small equipment is old and needs replacing. Equipment repair is costly and the District budget is not adequate to cover repairs. The Department has obtained donations of a new oven, blenders, a wood-fired pizza oven, and electrical reels.

6.3a Annual Unit Plan

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

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