

Santa Rosa Junior College

Program Resource Planning Process

Culinary Arts 2019

1.1a Mission

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

- exposing students to local, organic food
- connecting students to the agricultural wealth of our county
- inspiring students to cook seasonally & sustainably
- training students for work in a variety of industry experiences

1.1b Mission Alignment

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

- offering knowledge, skill-building and state-of-art skills training.
- initiating leadership in food & wine Career Education and economic development in Sonoma County and the greater Bay area.
- offering five certificates and two AA degrees
- offering a wide range of ethnic & specialty cooking courses to certificate students and to the larger Sonoma County community.
- hiring Department faculty who are representative of the cultural and occupational diversity of the students enrolled in the program.
- working collaboratively with many other departments within SRJC such as ESL, College Skills, Disability Resources Department, Nutrition, and Agriculture & Natural Resources.
- maintaining a strong link between Shone Farm and Culinary Arts to provide the "Farm to Table" experience for students.
- offering prerequisite certificate courses in Sonoma Country jails.

Alignment with the Santa Rosa Junior College's Mission

- *We focus on student learning by preparing students for transfer; by providing responsive career and technical education; and by improving students' foundational skills.*
- *We provide a comprehensive range of student development programs and services that support student success and enrich student lives.*
- *We support the economic vitality, social equity and environmental stewardship of our region.*

- *We promote personal and professional growth and cultivate joy at work and in lifelong learning.*
- *We foster critical and reflective civic engagement and thoughtful participation in diverse local and global communities.*
- *We regularly assess, self-reflect, adapt, and continuously improve.*

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

A. Support Student Success

B. Foster Learning and Academic Excellence

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

The capstone courses are:

- Front House Operations
- Culinary Café 1 & 2
- Production Baking
- Specialty Production Baking

The capstone classes are integral to the program because they:

- feature students in key roles of production, service, and station management.
- allow students to gain experience in an ongoing "business" within curricular expectations, under the watchful eye of instructors.
- expose and promote our programs to the general public while providing educational experience for the students.
- feature local and seasonal offerings including Shone Farm produce & value-added products.
- prepare students for the workplace.

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

- on-going departmental connection to students and alumni.
- employment opportunities for current students & alums.
- the resource to individuals, businesses and non-profit organizations seeking assistance at special events, including parties, fundraisers and festivals.

C. Serve our Diverse Communities

Culinary students represent a cultural cross-section of cooks, farmers, doctors, teenagers, young adults, retirees, and career changers.

The Department participates in a number of outside events with students including:

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

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

D. Improve Facilities and Technology

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

On-Going Needs:

- Timely repair of basic equipment, and simple & serious maintenance issues such as:
 - light bulb replacements
 - all outstanding facility requests
 - HVAC disruptions to the building
 - HVAC disruptions to the wine room
 - HVAC disruptions to the chocolate tempering room
 - Periodic elevator malfunction
 - Regular walk-in refrigeration servicing
- Student-use computer upgrades in student-entry area
- Computer upgrades to 9 office faculty & staff computers
- Fully district-funded heavy cleaning service
- Fully district-funded regular maintenance & equipment repair service

E. Establish a Strong Culture of Sustainability

- The department is committed to sustainability as it relates to the following issues:
- The "farm-to-table" movement
- Healthy eating habits
- Awareness of Food System issues & the environmental future
- Training students who will affect the future of food and its relationship to cultural shifts, agriculture, the economy, and the environment

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

- uses 100% organically grown produce.
- discourages highly processed foods
- discourages foods with chemical additives
- trains students to recycle, re-use, & compost
- discourages waste
- encourages water use awareness
- collaborates with the JC Waste Diversion Technician to improve:
 - waste, recycling, & composting management

On-Going Needs:

- Building-wide water softening system
- Parking lot energy-generating solar panels
- On-site composting digester
- Locked bicycle cage
- Fully district-funded heavy cleaning service
- Fully district-funded regular maintenance & equipment repair service

F. Cultivate a Healthy Organization

G. Develop Financial Resources

H. Improve Institutional Effectiveness

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

- one Administrative Assistant III
- two Culinary Operations Specialists
- one Culinary Retail Clerk

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

By spring 2020, the department will be smaller with retirements of:

- two full-time faculty
- two adjunct faculty

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

On-Going Needs:

- consistent commitment from district budgeting & resource allocation to fully fund support staff
- replacement of two full-time faculty
- fully district-funded heavy cleaning service
- fully district-funded regular maintenance & equipment repair service

1.1c Description

Description

The Culinary Arts Department currently offers

Five CE certificates:

1. Culinary Arts (32.5 units)
2. Baking & Pastry (20 units)
3. Dining Room Service (5.5 units)
4. Front House Operations (11.5 units)
5. Restaurant Management (19.5 units)

Two AA degrees:

1. Culinary Arts (44 units)
2. Restaurant Management (20.5 units)

Specialty & Ethnic classes:

- As of Fall 2018, the department has 66 active non-certificate culinary courses.
- No prerequisites, open to members of the community who are interested in:
 - improving their personal cooking skills
 - informing their health & wellness
 - eventually joining the certificate or degree programs
- emphasize eating locally, seasonally, and sustainably
- provide culinary course offerings in a variety of specialty techniques such as Artisan Baking
- provide culinary course offerings in a variety of global cuisines such as Regional Chinese
- offered as electives toward the Culinary AA degree, S & E classes also have many certificate and degree students who serve as certificate program ambassadors
- **serve to promote all department offerings**

Culinary Career Center serves as:

- the department's in-house service for connecting employers to job-seeking students & alumni
- the Culinary students' support in job-searching
- the program's direct connection to community and to students

- the program's direct connection to over 400 employers in Northern California who currently use the website system.

The Career Center facilitates:

- on-going departmental connection to students and alumni.
- employment opportunities for current students & alums.
- the resource to individuals, businesses and non-profit organizations seeking assistance at special events, including parties, fundraisers and festivals.

Culinary Café & Bakery Businesses serve:

- as capstone courses for students, preparing them for real-world work
- as the visible face of the College to the Sonoma County community
- to promote department, programs and courses
- as program revenue generation

1.1d Hours of Office Operation and Service by Location

Hours of Office Operation and Service by Location

Two 8-week sessions in Fall & Spring semesters

One 8-week session in Summer

- Location: B. Robert Burdo Culinary Arts Center
- Monday-Friday 7:00 am-10:00 pm.
- Certificate & degree Courses for:
 - Culinary Arts
 - Baking and Pastry
 - Front House Operations
 - Dining Room Service
 - Restaurant Management

Specialty & Ethnic cooking classes:

- offered evenings and weekends
- designed for the continuing professional, for the general public, and for certificate students.

The Culinary Café and Bakery general public hours:

- Location: B. Robert Burdo Culinary Arts Center
- Wednesday-Friday 8:00 am-2:00 pm.
- Consistent with College calendar

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

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

- Butchery
- Plant-based cooking
- Catering

- Bread baking
- Confectionery craft

Culinary Arts Center staffing includes:

- One, 100% Classified AAI: 8 hours per day, M-F (12 months)
 - 10% of salary paid from Cafe/Bakery revenue
- One, 100% Classified Culinary Operations Specialist: 8 hours per day M-F (12 months)
- One, 80% Classified Culinary Operations Specialist: 8 hours per day M-F (11 months)
- One, 45% Classified Culinary Retail Clerk: 18 hrs/week W-F 7:30am-2:30pm w/one hour lunch (12 months)
 - 100% of salary paid from Café/Bakery revenue

VACANCY NEEDED:

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

ON-GOING NEEDS

- consistent commitment from district budgeting & resource allocation to fully fund support staff
- Fully district-funded heavy cleaning service
- Fully district-funded regular maintenance & equipment repair service
- Staff coverage for the numerous evening & weekend classes held in the Burdo Center.

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

1.2 Program/Unit Context and Environmental Scan

Program/Unit context and environmental scan:

The Department offers affordable training for students to get solid entry-level jobs at which they can quickly advance, and eventually hone their skills over the course of a career.

The interest in culinary careers continues to climb.

The job market demand for SRJC culinary graduates is extremely strong.

Intensive Department programs allow students to achieve certificates quickly and find employment while continuing their general education.

Very few culinary students transfer to 4-year schools because the focus of our programs is on workforce development.

Over the last two academic years, the Department has seen a decrease in the number of students working toward certificates and majors.

Reasons for overall enrollment decline:

- current booming job market meaning potential students are working full-time instead of taking classes
- on-going shifting population demographics because of the 2017 Sonoma County fire disaster
- educational shift toward on-line learning
- continued mandatory schedule reductions dissuade students from enrolling. They are discouraged by not being able to complete in a timely way.

Solutions & Adapting:

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

From Academic Affairs:

<https://bussharepoint.santarosa.edu/prpp/default.aspx?RootFolder=%2Fprpp%2FCurrent%20Documents%2F2019%20Academic%20Affairs%20Docs&FolderCTID=0x0120006EC4233452FD C74AA6F32FE42CB67BC2&View={3C93FD21-A8E1-4D32-AF33-1026C2B6CC60}>

Culinary Department Student Headcount for Fall 2018: **536**

Overall College Headcount for Fall 2018: **62160**

SIS211	Santa Rosa Junior College						
5/29/2019 10:08	Tally of Cert/Degrees Awarded						
Cert Code	Description	Prog Type	2014 2015	2015 2016	2016 2017	2017 2018	2018 2019
1010	Culinary Arts	AA-O	18	12	9	6	2
3202	Culinary Arts	Cert	42	32	31	20	11
3179	Culinary Arts: Baking and Pastry	Cert	38	50	37	18	8
5009	Culinary Arts: Dining Room Service	Cert	32	19	17	35	13
3209	Culinary Arts: Front House Operations	Cert	7	6	1	3	0
1042	Culinary Arts: Restaurant Management	AA-O	2	1	0	2	2

	Restaurant Management	AA-O	1	0	0	0	0
3322	Culinary Arts: Restaurant Management	Cert	1	3	1	3	5
		Totals:	142	123	96	87	41

National Restaurant Association facts:

<https://restaurant.org/Downloads/PDFs/State-Statistics/California.pdf>

“Restaurants are a driving force in California’s economy. They provide jobs and build careers for thousands of people, and play a vital role in local communities throughout the state.”

- **1,830,000 Restaurant and foodservice jobs in California in 2019 = 11% of employment in the state**
- **By 2029, that number is projected to grow by 9% = 164,300 additional jobs, for a total of 1,994,300**

Culinary Career Center & Job-Match Program

- offers indispensable support in helping the culinary students get the jobs for which they train. As ours is the only professional culinary program in Sonoma County, employers have welcomed this service and depend on it for staffing needs. Thanks to the commitment of the job-match coordinator, students and graduates are working in an increasing number of 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.

High School Outreach & Program Promotion

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

The Department promotes its programs by:

- hosting informational breakfast meetings & tours for the high school culinary teachers & counselors
- hosting informational luncheons for middle school and high school students
- presenting a culinary student-panel at an informational evening for high school students & parents
- leading facility & informational tours for interested students & high school students
- working with the office of student outreach
- offering credit-by-exam options for two of the prerequisite courses
 - Sanitation and Safety

- Knife Skills

INDUSTRY TRENDS & COLLABORATIONS

The local food, wine, and tourism industries continue to expand post recovery from the 2017 fires.

From Sonoma County Economic Development Board's Job Market Tracker:

(<http://sonomacounty.ca.gov/Search-Results/?q=job%20market>)

"Food Preparation and Serving Related Occupations" consistently post in the top 10 by job posting volume.

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

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

These goals of interdepartmental collaboration, program expansion, business expansion, and educational environmental leadership are only possible with a commitment of necessary resources that includes knowledgeable and diverse instruction at its core.

2.1a Budget Needs

2.1A

Culinary Art's Considerations & Requirements for Budget Management

Our department manages:

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

Equipment Maintenance & Repair Budget

2018-2019: **\$5,263**

Equipment Repair & Maintenance *spent to date as of 4-2019*: **\$11,337**

Deficit temporarily resolved by VP of Academic Affairs

Course Food & Necessity Supply Costs

Food costs are volatile, affected by inflation

Student fees *partially* cover necessary expenses

Needed increase in District supply budget to pay for rising costs of:

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

Department Photocopies

Considering ours an “off-campus” facility, campus Copy Center services Burdo Culinary Arts Center through the campus warehouse, with limited, inconvenient deliveries.

Needed increase in District copy budget to pay for use of Department’s copier for:

- Courses
- Café & Bakery operations

Facility Maintenance of Specialty Labs & Public Entertainment Spaces

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

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

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

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

Summary of Budget Needs & Requests

Critical toward maintaining program & course-level SLOs:

- Replace reactive response with a realistic fund for equipment maintenance & repair
- Resources for program marketing, outreach, & on-line course expansion
- Annual increase to the supplies budget
- Department & administration collaborative review of all costs & budgets necessary to run our programs

2.1b Budget Requests

Rank	Location	SP	M	Amount	Brief Rationale
0001	Santa Rosa	06	01	\$30,000.00	Requesting that the District pay 100% the salaries of District staff required for efficient operation of the Department. Currently this is covered by our Café operating budget, not the District.
0002	Santa Rosa	01	01	\$14,000.00	Increase the District equipment repair and maintenance budget to cover realistic repair and maintenance costs of over \$2 million in equipment. Currently the Culinary Department District repair and maintenance budget is \$5,263.
0003	Santa Rosa	01	07	\$25,000.00	Increase needed to help cover the continual rise in food and supplies costs. Some of these costs are offset by increased fees. However, enrollment efficiency is affected when fees are raised too high.
0004	Santa Rosa	01	01	\$3,500.00	Increase copy budget since the Copy Center on campus doesn't service the Burdo building.
0005	Santa Rosa	01	01	\$1,000.00	Restore guest speaker budget to program to support student learning.
0006	Santa Rosa	01	01	\$500.00	Restore book budget to program to support student learning.

2.2a Current Classified Positions

Position	Hr/Wk	Mo/Yr	Job Duties
Administrative Assistant III	40.00	12.00	Creates requisitions. Monitors class and department budgets. Balances Café deposits. Initiates transfers of expenditures and budget transfers. Tracks invoices. Generates schedule change forms, PAFs. Maintains Department web site. Supervises STNC employees. Assists chair with correspondence, meeting minutes, etc. **Partially paid by the Department**
Culinary Operations Specialist	32.00	12.00	Maintains kitchens, storerooms, laundry, supervises STNC and student workers, oversees cashier/barristas and the retail bakery. Also orders food, equipment and supplies. Inventories and stocks storerooms. Maintains labs, walk-ins and dry storage areas. Preps for several classes. Responsible for building maintenance requests.
Culinary Operations Specialist	40.00	12.00	Orders all food, equipment and supplies. Inventories and stocks storerooms. Tracks in-house product transfers between classes. Maintains labs, walk-ins and dry storage areas. Responsible for building maintenance requests. Supervises STNC and student workers.
Heavy Cleaner	18.00	12.00	Deep cleans and completes required routine maintenance for all hoods, ovens, stove tops, and drains at Culinary Arts Center. This position should be moved to Facilities. Vacant since July 2017.
Culinary Retail Clerk	18.00	12.00	Performs day-to-day tasks in the retail bakery and café, follows all cashier and point of sale (POS) procedures, provides customer service, assists with cleaning of the café, bakery, production kitchen(s) and food storage areas, and ensures that the café/bakery operation runs efficiently. Currently paid out of operational revenue.
Culinary Retail Clerk	18.00	12.00	Position currently vacant. Currently paid out of operational revenue.

2.2b Current Management/Confidential Positions

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

Position	Hr/Wk	Mo/Yr	Job Duties
STNC Counter Manager	24.00	10.00	Handles cash for the restaurant and bakery, serves customers and acts as department liaison to the public, manages the bakery case and counter sales, performs end of day cash accounting. This position is currently funded from the operating revenue of the Culinary Café and Bakery. This position has been converted to a Classified position but remains vacant as of April 2018. STNC's will only work until formal hiring is completed.
STNC Lead Cashier/Counter Person	19.50	10.00	Handles cash from restaurant and bakery, serves the public. This position is currently funded by the operating revenue of the Culinary Café and Bakery. This position has been converted to a Classified position but remains vacant as of April 2018. STNC's will only work until formal hiring is completed.
STNC Lab Assistant	25.00	12.00	Supports the department by helping to maintain labs in the Culinary Center. Currently vacant.

2.2d Adequacy and Effectiveness of Staffing

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

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

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

Yes, for our current program needs.

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

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

2.2e Classified, STNC, Management Staffing Requests

Rank	Location	SP	M	Current Title	Proposed Title	Type
0001	Santa Rosa	01	07	STNC Counter Manager 11 months	Counter Manager 50% 11 month (District paid)	STNC
0002	Santa Rosa	04	07	Heavy Cleaner	To be moved to District	Unknown

2.3a Current Contract Faculty Positions

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

2.3b Full-Time and Part-Time Ratios

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

2.3c Faculty Within Retirement Range

We anticipate one retirement in the current year.

We anticipate one retirement in the next two years.

1- under 50

4 - 55-65

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

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

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

HIRING DIFFICULTIES ARE DUE TO:

- on-going uncertainties of course schedule reductions.
- finding industry-experienced candidates who meet the minimum qualifications.
- inconsistencies in the College's hiring practices in terms of "equivalency" filing options. Due to schedule reductions in 2008, we lost adjunct faculty. Some had taught successfully for several years, originally hired through an effective proof of equivalency. Presently, we could rehire and benefit from their proven experience. Unfortunately, because the "equivalency" guidelines have changed, these skilled instructors no longer qualify.
- finding qualified candidates with teaching skills.
- the College's daunting hiring process discourages qualified candidates.
- the lengthy hiring process, candidates find work elsewhere.
- not equating acceptance into the adjunct pool with an actual work assignment.
- lack of serious review of the unique hiring considerations for career education programs.

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

- One adjunct instructor hired in Fall, 2017

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

No.

- The Department currently has 5 contract and 8 adjunct faculty.
- 3 expert adjunct instructors have left the department in the last 2 years.
- We anticipate retirements of two full-time faculty, one in the current year.

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

- Classic skills coupled with industry-fresh ideas are necessary to keep the programs current.
- Desire to offer on-line & hybridized courses
- Desire to expand Specialty & Ethnic course offerings
- Desire to offer innovative curriculum changes & planned certificates, to include:
 - Catering
 - Vegetarianism
 - Specialty Baking
 - Butchery

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

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

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

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

The Culinary Arts Department Chair reassigned time takes one of the four (three as of 12/121/19) full-time faculty out of the classroom for a necessary 61% reassigned time, much of which is used to oversee the retail & building operations, and equipment issues. We do not have adequate instructional coverage to accommodate sabbaticals, extended leaves or even needed substitutes for brief illness.

2.3e Faculty Staffing Requests

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

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

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

2.4b

Culinary Arts Rationale for Instructional and Non-Instructional Equipment, Technology, and Software

- High quality utility carts are needed to replace worn out carts used to transport food, equipment, and supplies throughout the two story Culinary Center. Important that these carts have heavy-duty wheels and good shocks for transport down Mendocino Ave. when participating in campus events.
- Service ware including plates, silverware, glasses and dining room chairs are heavily used in our café and bakery businesses, replacement due to wear and tear and breakage are required.
- Various pieces of equipment are near the end of their useful service life and will need to be replaced, many of these large items, costing up to \$40k.
- 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.
- Students in the plate presentation class learn about food styling and food photography. Last year a couple of students who wanted to gain more experience and build their portfolios, were mentored by faculty, to create food photography for the Culinary Center walls. The project was a huge success, and the department would like to make this student opportunity on going. Students will need the proper equipment and resources to print/mount their artwork.
- Our Micros Point of Sale System, used both in classes to train students and also by employees in our café and bakery businesses, is now 8 year old. This aging software, hardware, and program will need to be updated to address industry currency, as well as the needs of our businesses.
- Portable media projector needed for use in the workroom and in the dining room (this room often used as a classroom).
- Patio furniture is needed to operate the Patio at the Culinary Cafe. This operation will potentially dramatically increase revenue. This furniture cost was part of the Culinary Center budget but was not purchased before the Dean of Facilities closed out the project budget. So, the department is left with a lovely patio, a BBQ cooking area and a Pizza oven with no way to actually utilize this equipment. Completion of this area aids in meeting programmatic SLOs for culinary.
- The patio sales cart is needed for outdoor sales at the Culinary Center.

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

2.4c Instructional Equipment Requests

Rank	Location	SP	M	Item Description	Qty	Cost Each	Total Cost	Requestor	Room/Space	Contact
0001	Santa Rosa	01	01	Point of Sale System	1	\$20,000.00	\$20,000.00	Shelly Kaldunski	Burdo Culinary Arts Center	Shelly Kaldunski
0002	Santa Rosa	01	01	Single Automatic Coffee Brewer	1	\$1,000.00	\$1,000.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0003	Santa Rosa	01	01	Dining Room Chairs	12	\$150.00	\$1,800.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0004	Santa Rosa	01	01	Blodgett Double-Stack Convection Oven	6	\$30,000.00	\$180,000.00	Shelly Kaldunski	Burdo Cuinary Arts Center	Shelly Kaldunski
0005	Santa Rosa	01	01	Silverware	1	\$6,000.00	\$6,000.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0006	Santa Rosa	01	01	60 Qt Mixer	1	\$17,000.00	\$17,000.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0007	Santa Rosa	01	01	Reversible Dough Sheeter	1	\$10,000.00	\$10,000.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0008	Santa Rosa	01	01	Under counter refrigeration	5	\$3,000.00	\$15,000.00	Shelly Kaldunski	Burdo Culinary Arts Center	Shelly Kaldunski
0009	Santa Rosa	01	01	Steam Oven	1	\$25,000.00	\$25,000.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0010	Santa Rosa	01	01	Blodgett Combi Oven	2	\$40,000.00	\$80,000.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0011	Santa Rosa	01	01	Pacojet Canisters	1	\$1,200.00	\$1,200.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0012	Santa Rosa	01	01	Pacojet	1	\$6,000.00	\$6,000.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0013	Santa Rosa	01	01	Blodgett Gas Double Oven	1	\$30,000.00	\$30,000.00	Shelly Kaldunski	Burdo Culinary Arts Center	Shelly Kaldunski
0014	Santa Rosa	01	01	Glassware	1	\$5,000.00	\$5,000.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0015	Santa Rosa	01	01	Heat Lamps for Cafe service	3	\$3,000.00	\$9,000.00	Shelly Kaldunski	Burdo Culinary Arts Center	Shelly Kaldunski
0016	Santa Rosa	01	01	Matfer Bourgeat Double Guitar Candy Slicer	1	\$1,400.00	\$1,400.00	Shelly Kaldunski	Burdo Culinary Center	Shelly Kaldunski
0017	Santa Rosa	01	01	Matfer Bourgeat Trolley for Guitar Candy Slicer	1	\$1,500.00	\$1,500.00	Shelly Kaldunski	Burdo Culinary Center	Shelly Kaldunski
0018	Santa Rosa	01	01	Replacement Plates	1	\$10,000.00	\$10,000.00	Shelly Kaldunski	Burdo Culinary Center	Shelly Kaldunski
0019	Santa Rosa	01	01	Hot Holding and Proofing Cabinet	2	\$5,000.00	\$10,000.00	Shelly Kaldunski	Burdo Culinary Arts Center	Shelly Kaldunski
0020	Santa Rosa	01	01	84" Smartboard	1	\$10,000.00	\$10,000.00	Shelly Kaldunski	Burdo Culinary Arts Center	Shelly Kaldunski
0021	Santa Rosa	01	01	Dough Cutter attachments	2	\$600.00	\$1,200.00	Shelly Kaldunski	Production Bakery	Shelly Kaldunski
0022	Santa Rosa	01	01	Full-size electric smoker	1	\$12,000.00	\$12,000.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0023	Santa Rosa	01	01	Demo mirror	4	\$2,000.00	\$8,000.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0024	Santa Rosa	01	01	Espresso Machine	1	\$9,000.00	\$9,000.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0025	Santa Rosa	01	01	Display Case for Retail Bakery	2	\$4,000.00	\$8,000.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0026	Santa Rosa	01	01	Grain Mill	1	\$7,500.00	\$7,500.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0027	Santa Rosa	01	01	DSLR Camera plus accessories	1	\$2,500.00	\$2,500.00	Shelly Kaldunski	Burdo Culinary Arts Center	Shelly Kaldunski
0028	Santa Rosa	01	01	Wood-Burning Pizza Oven	1	\$20,000.00	\$20,000.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0029	Santa Rosa	01	01	Under-Counter Freezers	4	\$5,000.00	\$20,000.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0030	Santa Rosa	01	01	Meat Slicer	2	\$700.00	\$1,400.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0031	Santa Rosa	01	01	Vacuum Sealer	1	\$5,000.00	\$5,000.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0032	Santa Rosa	01	01	Scullery Sanitizing Machine	3	\$8,000.00	\$24,000.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0033	Santa Rosa	01	01	5 Qt. Standing Mixers	6	\$700.00	\$4,200.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski

0034	Santa Rosa	01	01	20 Qt Mixer	3	\$6,000.00	\$18,000.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0035	Santa Rosa	01	01	80 Qt. Mixer	1	\$25,000.00	\$25,000.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0036	Santa Rosa	01	01	Robot Coupe Food Processor	6	\$2,500.00	\$15,000.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0037	Santa Rosa	01	01	Ice Machine	1	\$4,500.00	\$4,500.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0038	Santa Rosa	01	01	Coffee Grinder	2	\$1,500.00	\$3,000.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0039	Santa Rosa	01	01	Immersion Blenders	4	\$250.00	\$1,000.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0040	Santa Rosa	01	01	Large Immersion Blender	1	\$7,000.00	\$7,000.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0041	Santa Rosa	01	01	Vacuum Cleaner	1	\$500.00	\$500.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0042	Santa Rosa	01	01	Steam Cleaner	1	\$250.00	\$250.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0043	Santa Rosa	01	01	Steam Kettle--6 Gallons	1	\$18,000.00	\$18,000.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0044	Santa Rosa	01	01	Steam Kettle--80 Gallon	1	\$35,000.00	\$35,000.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0045	Santa Rosa	01	01	Dining Room Tables	4	\$250.00	\$1,000.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0046	Santa Rosa	01	01	Podium	2	\$800.00	\$1,600.00	Shelly Kaldunski	Burdo Culinary	Shelly Kaldunski
0047	Santa Rosa	05	01	Composter/digester	1	\$40,000.00	\$40,000.00	Shelly Kaldunski		

2.4d Non-Instructional Equipment and Technology Requests

Rank	Location	SP	M	Item Description	Qty	Cost Each	Total Cost	Requestor	Room/Space	Contact
0001	Santa Rosa	04	07	Utility carts	6	\$250.00	\$1,500.00	Shelly Kaldunski	Burdo Culinary Arts Center	Shelly Kaldunski
0002	Santa Rosa	01	06	Public Space Artwork	10	\$1,000.00	\$10,000.00	Shelly Kaldunski	Burdo Culinary Arts Center	Shelly Kaldunski
0003	Santa Rosa	05	03	Composter/digester	1	\$40,000.00	\$40,000.00	Shelly Kaldunski	Burdo	Shelly Kaldunski
0004	Santa Rosa	04	01	Media projector	1	\$1,000.00	\$1,000.00	Shelly Kaldunski	Burdo	Shelly Kaldunski
0005	Santa Rosa	04	01	Portable Classroom whiteboards	2	\$1,500.00	\$3,000.00	Shelly Kaldunski	Burdo Culinary Arts Center	Shelly Kaldunski
0006	Santa Rosa	03	05	10x20 Pop-up shade	1	\$2,500.00	\$500.00	Shelly Kaldunski	Burdo Culinary Arts Center	Shelly Kaldunski
0007	Santa Rosa	08	01	Movable room divider screens	6	\$200.00	\$1,200.00	Shelly Kaldunski	Burdo	Shelly Kaldunski
0008	Santa Rosa	04	07	Patio sales cart	1	\$1,200.00	\$1,200.00	Shelly Kaldunski	Burdo Culinary Arts Center	Shelly Kaldunski
0009	Santa Rosa	04	07	Amplifier for audio/paging system	1	\$1,500.00	\$1,500.00	Shelly Kaldunski	Burdo Culinary Arts Center	Shelly Kaldunski
0010	Santa Rosa	04	07	Scullery sanitizing machine	3	\$8,000.00	\$24,000.00	Shelly Kaldunski		

2.5a Minor Facilities Requests

Rank	Location	SP	M	Time Frame	Building	Room Number	Est. Cost	Description
0001	Santa Rosa	04	07	Urgent	Burdo Culinary Arts Center	All Teaching Kitchens	\$20,000.00	Widening of doorways to accomodate the entry or exist of large equipment. This includes; bakery/4922, TK1/4923, TK2/5023 and cafe kitchen/4925.
0002	Santa Rosa	05	07	Urgent	Burdo Culinary Arts Center	Laundry	\$10,000.00	Installation of dryer vent to outdoors.

0003	Santa Rosa	04	07	Urgent	Burdo Culinary Arts Center	All sculleries	\$10,000.00	New and/or maintenance of plumbing hardware in all sculleries.
0004	Santa Rosa	04	07	Urgent	Burdo Culinary Arts Center	TK1, Cafe kitchen, TK2, Retail Bakery	\$20,000.00	Electrical capabilities are insufficient for equipment requirements.
0005	Santa Rosa	00	06	Urgent	Burdo Culinary Arts Center	Burdo 4912	\$800.00	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 unsightly.
0006	Santa Rosa	04	01	Urgent	Burdo Culinary Arts Center	Outside patio	\$500.00	Lighting for the outside patio, specifically to illuminate the area around the wood-burning oven and also lighting around the trash/compost area.
0007	Santa Rosa	00	07	Urgent	Burdo Culinary Arts Center	Teaching Kitchen #1	\$10,000.00	The floor drain at the steam kettle in this room was incorrectly constructed resulting in hot liquid spilling onto floor; this condition is a safety concern.
0008	Santa Rosa	04	07	Urgent	Burdo Culinary Arts Center	Entire Building	\$10,000.00	Water softening system for the entire building. Already hard water is causing premature failures of pipes and equipment that are less than 3 years old.
0009	Santa Rosa	00	01	Urgent	Burdo Culinary Arts Center	Ice Cream/Chocolate room/4932	\$1,000.00	This room was to have been suitable for the production of ice cream and the working of chocolate. These tasks require temperature and humidity controls located in the actual room. This room has failed to meet State Dairy inspector requirements. This room needs to be brought up to State standards so that the students in this program are able to practice the skills set forth in the curriculum.
0010	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.
0011	Santa Rosa	04	01	1 Year	Burdo Culinary Arts Center	Patio/BBQ Area	\$10,000.00	Power outlets need to be installed around the patio area to allow for outdoor food sales and special events.
0012	Santa Rosa	04	07	Urgent	Burdo Culinary Arts Center	All sculleries	\$24,000.00	Scullery sanitizing machines

2.5b Analysis of Existing Facilities

2.5b

Summary of Culinary Arts Analysis of Existing Facilities

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

- Unusually small (by commercial standards) doorways into all teaching kitchens have proven problematic when moving large equipment in or out. Excessively high fees and labor, to disassemble equipment, which needs moving, has been the result. Widening doorways into all teaching kitchens (TK1/4923, TK2/5023, Bakery/4922 and café kitchen/4925) is a necessary solution.
- Improper ventilation from the dryer in the laundry room (5006) is clear fire hazard. This potential risk should be remedied immediately.
- Continuous and ongoing problems with the delivery of hot water throughout the building. This is a violation of Sonoma County Health Code regulations and the Cafe could potentially be closed if a Major Violation is noted. Additionally, poor quality plumbing hardware, which is now 8 years old, needs to be repaired or replaced in all sculleries.
- Adjustment of the automated sinks to correct for temperature fluctuations.
- The culinary arts building is wired with insufficient electrical capabilities in all teaching kitchens. A few teaching kitchens (TK1/4923, Retail Bakery/4932, café kitchen/4925) have immediate limitations to operate necessary equipment.
- Entry and exit doors continuously need adjusting and the weather stripping needs to be replaced per Sonoma County Health regulations.
- Screening which would cover large picture windows showcasing unsightly building equipment (in room 4912), would provide a substantial upgrade in that room which serves as a second dining/classroom.
- Lightening in outdoor/student spaces, particularly near the wood fired pizza oven and also the trash/compost area are insufficient and dangerous in the dark of night.
- Floor drain in TK1/4923 is insufficiently shallow. It does not safely drain liquids from the nearby steam kettle. This presents a danger to students, with HOT overflowing water. Drain needs to be made larger (deeper).
- Numerous large pieces of commercial equipment in the culinary center require water. Costly repairs to existing pipes in addition to said equipment has been the result of our hard city water. A building wide water softener would eliminate these excessive costs.
- The Ice Cream and Chocolate room (4921) were supposed to have been designed and built in compliance with all governing agencies. The failure to meet these minimal requirements has left this room severely limited in its ability to meet program SLOs.
- An outdoor enclosure is required by the health dept. in order to operate a food business outside. This capability would allow for an expansion of classroom space. Additionally, power outlets are necessary for this outdoor space to be a fully-operational kitchen.
- Many of the A/V Media systems are incomplete or need updating.
- The media controls for the demonstration kitchen are lacking adequate audio equipment to be fully operational, there is currently no way to record the video from the 4 HD cameras in the demonstration kitchen.

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

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/digesting in a move towards zero waste, is the number one goal.

3.1 Develop Financial Resources

Strategic Plan Goal G: Develop Financial Resources

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

The department also:

- applies for CTEA funding to supplement equipment expenses, including 50K awarded in 2019.
- offers two department-funded scholarships
- offers 14 outside scholarships
- manages enrollments by critically evaluating & balancing course offerings with students’ needs.
- manages enrollments by critically evaluating & balancing course offerings with industry needs.

On-Going Needs:

- consistent commitment from district budgeting & resource allocation to fully fund support staff
- replacement of two full-time faculty
- Fully district-funded heavy cleaning service
- Fully district-funded regular maintenance & equipment repair service

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.
- When hiring, department committees request HR outreach to a diversity of sectors.

- In line with the College mission, the department includes interview questions regarding diversity and cultural sensitivity.
- Faculty regularly outreach to the diverse county landscape of chefs & food business owners.

Departmental Promotion of Diversity includes:

- offering a wide range of Ethnic & Specialty Cooking classes for the continuing professional as well as the community.
- expanding the curriculum to include courses that represent a wide range of cuisines from around the globe.
- expanding the café & bakery menus to include representative foods from our student cultures.
- forty ethnic cooking courses currently active on the department's list of approved courses.
- close collaboration with the ESL department to outreach to our international student population including an ESL for Culinary class.
- close collaboration with DRD, College Skills, & Student Health services.
- full-time faculty members participation in diversity programs when offered by the College on PDA days, including the year-long SEED program.
- faculty participation in Spanish language-learning opportunities.
- Faculty participation in the College IGNITE program which offers our prerequisite lecture courses in Sonoma County jails.

3.3 Cultivate a Healthy Organization

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

- holds weekly full-time faculty & staff meetings where all departmental issues are discussed and decided as a group.
- holds regular full department meetings to keep everyone updated and to encourage participation in departmental decisions.
- via the co-chairs, meets regularly with the administrative assistant, culinary operations specialists, and the retail clerk
- honors requests of staff for professional development.
- honors requests of staff for scheduling flexibility.
- honors requests of staff for personal development.
- continues emotional support for current faculty & staff who suffer from on-going serious chronic health issues.
- offers retail & building safety trainings with SRJC Police Department
- encourages intra-faculty mentoring
- collaborates with DRD, College Skills, and Student Health

3.4 Safety and Emergency Preparedness

Injury and Illness Prevention Program (IIPP)

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

- needs to review with each employee at least once per year
- identify steps taken to review this program
- contact Environmental Health and Safety (524-1654) for assistance

GOAL FOR FALL 2019

Using the above guidelines, the Department **needs** to establish an Illness Prevention Program:

- to create a sustaining wellness program
- to maintain support for current faculty & staff who suffer from on-going serious chronic health issues
- distribute the Bloodborne Pathogen Plan to all staff & instructors

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

- chemicals inventory
- MSDS
- container labeling

NEEDED Safety Trainings:

- fire, earthquake & disaster preparedness
- elevator emergencies
- fire extinguishers
- public threats to retail area, including panic button use
- Evacu-Trac Chair
- active shooter threats
- crisis intervention
- **B-CARE** Kognito online trainings

Building	BSC Area	ASC Area	Name	Department	Responsible Area	Management Support
#500 Burdo	B/500	A/500-1	Jim Cason	Culinary Arts	1 st Floor- CUL	Benjamin Goldstein
		A/500-2	Shelly Kaldunski		Retail Bakery	Benjamin Goldstein
		A/500-3	Jenny Anderson		2 nd Floor-CUL	Benjamin Goldstein
		A/500-4	Jenny Anderson		2 nd Floor-CUL offices	Benjamin Goldstein

3.5 Establish a Culture of Sustainability

The nature of culinary training is extremely energy consuming. Water and refrigeration use are exorbitant. The Burdo building's entire third floor, several large 2nd floor rooms,

and the outdoor south side are all spaces dedicated to mechanical, technical, and water operations.

The department takes seriously the responsibility for:

- training future employees and leaders in the shift toward a more sustainable food system.
- teaching our students to understand their roles in affecting the future of food and its relationship to cultural shifts, agriculture, the economy, and the environment.
- working toward a departmental goal of zero waste across all culinary classes.
- improving an effective glass, plastic, paper, cardboard single-stream recycling program
- recycling all used cooking oils.
- using 100% organic produce, flours, grains, and stock goods for certificate classes
- on-going commitment to find affordable ways to increase our dedication to organic and local food sourcing and purchasing.
- composting 95% of kitchen scraps

ON-GOING NEEDS & CONSIDERATIONS TOWARD SUSTAINABILITY

- faculty sustainability training from The Leadership Institute for Ecology & the Economy. One full-time faculty member who is an institute Fellow is retiring in 2019.
 - LIFE training:

<http://glocalaction.org/leadership-institute-for-ecology-and-the-economy/>

- installation of the geothermal system that was part of the original construction plan. Cost over-runs eliminated it, but the infrastructure for this energy-saving system is in place when needed funds become available to support its installation.
- addressing several on-going correctable post-construction glitches that cause power, water waste, and increase operating costs. These include:
 - water pressure
 - water temperature
 - power outage alarm system
 - elevator mechanical insecurity
 - outside lighting
- building-wide water softening system
- parking lot energy-generating solar panels
- on-site composting digester
- locked bicycle cage
- fully district-funded heavy cleaning service
- fully district-funded regular maintenance & equipment repair service

4.1a Course Student Learning Outcomes Assessment

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

- All five certificate-level SLOs
- All SLOs for our two AA degrees in Restaurant Management and Culinary Arts

- All course-level SLOs in the five certificates
- SLOs for 28 Ethnic & Specialty cooking courses offered.

On-going plan by 2022:

- Continue to assess all SLOs from courses that have not yet been assessed.
- Assess **65 active** Specialty & Ethnic cooking courses scheduled at irregular intervals. Assess SLOs for elective Specialty & Ethnic cooking courses that are not offered every semester at the end of the semester in which they are taught.
- Assess certificate courses that are offered each semester regularly on a seven-year cycle.

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

ASSESSMENT TRACKING

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

4.1b Program Student Learning Outcomes Assessment

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

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

2015

- all five certificates & both majors successfully assessed

2018

- Restaurant Management Major successfully assessed

RESULTS

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

ON-GOING PLAN FOR SEVEN-YEAR ASSESSMENT CYCLE

- Certificates and majors in the Department will be assessed on a seven-year cycle as indicated in the charted plan below.
- All certificates and major assessments last completed in 2015.
- 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	F2019/F2022
Baking and Pastry	F2019/F2022
Front House Operations	S2020/S2027
Dining Room Service	S2020/S2027
Restaurant Management	S2020/S2027
Majors	
Culinary Arts	S2020/S2027
Restaurant Management	S2020/S2027

4.1c Student Learning Outcomes Reporting

Type	Name	Student Assessment Implemented	Assessment Results Analyzed	Change Implemented
Course	Cul 98 Independent Study	Fall 2012	N/A	N/A
Course	Cul 98 Independent Study	Fall 2012	N/A	N/A
Course	Cul 98 Independent Study	Fall 2012	N/A	N/A
Course	Cul 275 Spec Top Ethnic Cuisin	N/A	N/A	N/A
Course	Cul 275.10 Cajun and Creole	Fall 2014	Fall 2014	N/A
Course	Cul 275.11 Southern Cuisine	N/A	N/A	N/A
Course	Cul 275.12 Hawaiian Cuisine	Spring 2014	Spring 2014	N/A
Course	Cul 275.20 Turkish Cuisine	N/A	N/A	N/A
Course	Cul 275.21 Lebanese Cuisine	N/A	N/A	N/A
Course	Cul 275.22 Israeli Cuisine	N/A	N/A	N/A
Course	Cul 275.23 Jordanian Cuisine	N/A	N/A	N/A
Course	Cul 275.30 Macoan Cuisine	N/A	N/A	N/A
Course	Cul 275.31 Pekinese Cuisine	N/A	N/A	N/A
Course	Cul 275.32 Shanghainese Cuisin	N/A	N/A	N/A
Course	Cul 275.33 Hunanese Cuisine	N/A	N/A	N/A
Course	Cul 275.34 Cantonese Cuisine	N/A	N/A	N/A
Course	Cul 275.35 Hong Kongese Cuisin	Spring 2014	Spring 2014	N/A
Course	Cul 275.36 Mongolian Cuisine	N/A	N/A	N/A
Course	Cul 275.37 Nepalese Cuisine	N/A	N/A	N/A
Course	Cul 275.42 Singaporean Cuisine	N/A	N/A	N/A
Course	Cul 275.43 Philippine Cuisine	N/A	N/A	N/A
Course	Cul 275.44 Burmese Cuisine	N/A	N/A	N/A
Course	Cul 275.45 Laotian Cuisine	N/A	N/A	N/A
Course	Cul 275.46 Indonesian Cuisine	N/A	N/A	N/A
Course	Cul 275.47 Vietnamese Cuisine	N/A	N/A	N/A
Course	Cul 275.48 Indian Cuisine	Spring 2014	Spring 2014	N/A
Course	Cul 275.49 Malaysian Cuisine	N/A	N/A	N/A
Course	Cul 275.50 Moroccan Cuisine	N/A	N/A	N/A
Course	Cul 275.51 Tunisian Cuisine	N/A	N/A	N/A
Course	Cul 275.52 Algerian Cuisine	N/A	N/A	N/A
Course	Cul 275.53 Ghanaian Cuisine	N/A	N/A	N/A
Course	Cul 275.54 Ethiopian Cuisine	N/A	N/A	N/A
Course	Cul 275.55 Kenyan Cuisine	N/A	N/A	N/A
Course	Cul 275.56 Egyptian Cuisine	N/A	N/A	N/A
Course	Cul 275.63 Portugese Cuisine	N/A	N/A	N/A
Course	Cul 275.64 Greek Cuisine	Spring 2014	Spring 2014	N/A

Course	Cul 275.65 Spanish Cuisine	N/A	N/A	N/A
Course	Cul 275.70 Puerto Rican Cuisin	N/A	N/A	N/A
Course	Cul 275.71 Cuban Cuisine	N/A	N/A	N/A
Course	Cul 275.72 Dominican Cuisine	N/A	N/A	N/A
Course	Cul 275.73 Jamaican Cuisine	N/A	N/A	N/A
Course	Cul 275.74 Columbian/Venezuela	N/A	N/A	N/A
Course	Cul 275.75 Brazilian Cuisine	N/A	N/A	N/A
Course	Cul 275.76 Argentinean Cuisine	N/A	N/A	N/A
Course	Cul 275.80 NW Italian Cuisine	Spring 2014	Spring 2014	N/A
Course	Cul 275.81 Northern Italian	Spring 2014	Spring 2014	N/A
Course	Cul 275.82 Northeast Italian	N/A	N/A	N/A
Course	Cul 275.83 Southern Italian	N/A	N/A	N/A
Course	Cul 285 Spec Top Veg Cooking	N/A	N/A	N/A
Course	Cul 285.11 Vegan Cooking	Spring 2014	Spring 2014	N/A
Course	Cul 285.12 Market Fresh Veg	Spring 2014	Spring 2014	N/A
Course	Cul 285.21 Veg Cooking Tech	Spring 2014	Spring 2014	N/A
Course	Cul 285.22 Veg soup, Stock, Sa	Spring 2014	Spring 2014	N/A
Course	Cul 285.23 Vegetarian Pantry	Spring 2014	Spring 2014	N/A
Course	Cul 287.6 Regional Chinese	Spring 2014	Spring 2014	N/A
Course	Cul 255 Production Baking	Spring 2011	Spring 2011	N/A
Course	Cul 256.8 Beverage Management	Fall 2013	Spring 2013	N/A
Course	Cul 256.9 Intro Rest. Wine	Fall 2013	Spring 2014	N/A
Course	Cul 256.10 Rest. Operations	Spring 2013	Spring 2014	N/A
Course	Cul 250 Sanitation and Safety	Fall 2009	Fall 2013	N/A
Course	Cul 250.1 Culinary Arts Survey	Fall 2011	Spring 2014	N/A
Course	Cul 252.3 Knife Skills	Fall 2011	Spring 2012	N/A
Course	Cul 252.13 Garde Manger	Fall 2012	Spring 2014	N/A
Course	Cul 253.1 Pro Cooking Basics	Spring 2012	Spring 2014	N/A
Course	Cul 253.5 Pro Meat/Sauce Prep	Fall 2012	Spring 2014	N/A
Course	Cul 253A Culinary Cafe 1	Spring 2011	Spring 2012	N/A
Course	Cul 253B Culinary Cafe 2	Spring 2012	Spring 2012	N/A
Course	Cul 254 Intro to Baking	Spring 2012	Fall 2012	N/A
Course	Cul 254.10 Tart & Pies	Fall 2012	Fall 2012	N/A
Course	Cul 254.11 Chocolate Technique	Fall 2012	Fall 2012	N/A
Course	Cul 254.12 Cookies, Confection	Fall 2013	Spring 2014	N/A
Course	Cul 254.13 Soft Desserts	Fall 2012	Fall 2012	N/A
Course	Cul 254.6 Bread Baking	Fall 2012	Fall 2012	N/A
Course	Cul 254.9 Cakes & Decorating	Fall 2012	Fall 2012	N/A
Course	Cul 256 Front House Ops	Fall 2013	Spring 2014	N/A
Course	Cul 256.3 Intro Food/Bev Ops	Fall 2013	Spring 2014	N/A
Course	Cul 256.5 Wine Appreciation	Fall 2013	Spring 2014	N/A
Course	Cul 256.6 Wine & Food Affin	Spring 2013	Fall 2014	N/A
Course	Cul 260.1 Cake Baking	N/A	N/A	N/A
Course	Cul 260.15 Arti Bread Baking	Fall 2013	Summer 2014	N/A
Course	Cul 260.16 Sourdough Breads	N/A	N/A	N/A
Course	Cul 260.17 Enr. Yeast Breads	N/A	N/A	N/A
Course	Cul 260.18 Holi. Yeast Breads	N/A	N/A	N/A
Course	Cul 260.19 Pizza and Foccacia	Fall 2013	Summer 2014	N/A
Course	Cul 260.2 Cake Baking: Fill an	N/A	N/A	N/A
Course	Cul 260.20 Whole Grain Breads	N/A	N/A	N/A
Course	Cul 260.25 Seasonal Pies	N/A	N/A	N/A
Course	Cul 260.26 Seasonal Tarts	N/A	N/A	N/A
Course	Cul 260.3 Fancy Cakes	Fall 2013	Summer 2014	N/A
Course	Cul 260.31 Holiday Cookies	N/A	N/A	N/A
Course	Cul 260.32 Holiday Cakes	N/A	N/A	N/A
Course	Cul 260.33 Holiday Tarts	N/A	N/A	N/A
Course	Cul 260.34 Holiday Pies	N/A	N/A	N/A
Course	Cul 260.35 Holiday Breads	N/A	N/A	N/A
Course	Cul 260.36 Holiday Candies	N/A	N/A	N/A
Course	Cul 260.4 Petit Fours	N/A	N/A	N/A
Course	Cul 260.5 Wed Cake Baking	Fall 2013	Summer 2014	N/A
Course	Cul 260.6 Wed Cake Assembly	Fall 2013	Spring 2014	N/A
Course	Cul 265 Spec Top Ethnic Baking	N/A	N/A	N/A
Course	Cul 270 Spec Top Culinary	N/A	N/A	N/A
Course	Cul 270.2 Pro Tech Grilling	Fall 2013	Summer 2014	N/A
Course	Cul 270.21 Basic Cooking Tech	N/A	N/A	N/A
Course	Cul 270.3 Pro Tech Smoking	N/A	N/A	N/A
Course	Cul 270.30 Wine Country Cuisin	Fall 2013	Summer 2014	N/A
Course	Cul 270.31 CSA Cooking	N/A	N/A	N/A
Course	Cul 270.4 Pro Tech Stocks	N/A	N/A	N/A
Certificate/Major	Culinary Arts Certificate	Fall 2013	Spring 2014	N/A
Certificate/Major	Baking and Pastry Certificate	Fall 2013	Spring 2014	N/A
Certificate/Major	Dinig Room Service Certificate	Fall 2014	Spring 2014	N/A
Certificate/Major	Front House Certificate	Spring 2014	Spring 2014	N/A

Certificate/Major	Restaurant Managem Certificate	Spring 2014	N/A	N/A
Certificate/Major	Restaurant Management Major	Spring 2014	N/A	N/A
Certificate/Major	Culinary Arts Major	Spring 2013	Spring 2014	N/A

4.2a Key Courses or Services that address Institutional Outcomes

Course/Service	1a	1b	1c	2a	2b	2c	2d	3a	3b	4a	4b	5	6a	6b	6c	7
Cul 250 Sanitation and Safety		X	X			X		X	X	X	X	X			X	X
Cul 250.1 Culinary Arts Survey	X	X	X	X			X	X	X	X	X	X	X	X	X	X
Cul 250.2 Food & Beverage Career Careers		X	X	X	X		X	X	X	X	X	X	X	X	X	X
Cul 253A	X	X	X	X	X	X	X	X		X	X	X	X	X	X	X
Cul 255	X	X	X	X	X	X	X	X		X	X	X	X	X	X	X
Cul 256	X	X	X	X	X		X	X	X	X	X	X	X	X	X	X
Cul 275 Specialty & 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)

- Culinary Arts courses address relevant issues in all areas of the Institutional Learning Outcomes, specifically in Career Education. I-SLOs are specifically addressed in the prerequisite & capstone courses.
- All lab-based certificate courses meet the job training goals of the institution.
- Specialty & Ethnic cooking courses address several I-SLO goals, specifically as they relate to the College mission statement.
- On-going rigorous curriculum review, continuous dialogue with department colleagues, industry advisory meetings, & regular course evaluations are useful tools for assessing SLOs.
- At the core of the curriculum, all culinary courses have built-in assessments.

5.0 Performance Measures

The Department runs the Culinary Café and Bakery businesses:

- as an integral part of the training curriculum.
- to provide students with the essential practical experiences required in the associated careers.
- to promote department programs to the larger Sonoma County community.
- as a vehicle for promoting community goodwill & hospitality between the JC and the larger Sonoma County community.
- to showcase the future of gastronomy to the larger Sonoma County community.

Business Plan for the Café/Bakery

- developed in **2010**, prior to opening the Culinary Arts Center at the Brickyard
- in current use in the Burdo Culinary Arts Center
- revenue from the business used:
 - to cover the costs of foods and supplies to run the Cafe
 - to pay 10% of the AAIll salary

- to pay 100% of the Culinary Retail Clerk salary
- to pay for miscellaneous overhead like specialty paper products & decorations
- to pay any needed STNC staffing
- approved to pay for 45% classified Heavy Cleaner employee, position still unfilled

On-Going Needs:

- consistent commitment from district budgeting & resource allocation to fully fund support staff
- replacement of two full-time faculty
- Fully district-funded heavy cleaning service
- Fully district-funded regular maintenance & equipment repair service

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

Spring 2010 thru Spring 2018, Café business operation:

- 40 weeks/year

Spring 2010 thru Spring 2018, Bakery business operation:

- 40 weeks/year

Course schedule reductions influence:

Summer 2018 thru Spring 2019 reduced Café business operation:

- 16 weeks/year

Summer 2018 thru Spring 2019, Bakery business operation:

- 40 weeks/year

In spite of reduced business operations, the department strives to support revenue generating needs.

Culinary Arts Café & Bakery Operations Revenue History		
Fiscal Year	Total Revenue	Comments
2009-2010	\$ 95,859	
2010-2011	\$ 106,955	
2011-2012	\$ 132,061	
2012-2013	\$ 178,203	
2013-2014	\$ 187,606	
2014-2015	\$ 203,301	
2015-2016	\$ 200,823	
2016-2017	\$ 186,454	
2017-2018	\$ 119,036	Fires. Café closures.
2018-2019	\$ 130,803	To 4/12/19. Revenue will increase. Café closures.
Total:	\$ 1,541,101	

Culinary Career Center serves as:

- the department's in-house service for connecting employers to job-seeking students & alumni
- the Culinary students' support in job-searching
- the program's direct connection to community and to students
- the program's direct connection to over 400 employers in Northern California who currently use the website system.

The Career Center facilitates:

- on-going departmental connection to students and alumni.
- employment opportunities for current students & alums.
- the resource to individuals, businesses and non-profit organizations seeking assistance at special events, including parties, fundraisers and festivals.

Enrollments

F 2015: 974 students

F 2018: 536 students

Certificates

2014/2015: 142 certificates

2017/2018: 87 certificates

Solutions & Adapting:

- Continued curriculum review with plans to shorten certificates without affecting instructional quality
- Hybridizing appropriate courses
- Offering on-line versions of lecture courses
- Offering new Specialty & Ethnic courses
- Scheduling classes to accommodate working students' needs
- Continued high school outreach
- Continued jail outreach
- Continued public program promotion & outreach through:
 - The café/bakery businesses
 - Increase in Specialty & Ethnic course offerings
 - Sonoma County Harvest Fair
 - Gravenstein Apple Harvest Fair
 - Shone Farm events including Fall Festival
 - Day Under the Oaks
 - Employee Networking events
 - several high school outreach programs
 - ESL outreach

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

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

FY 2017-18 (plus current FY Summer and Fall)

Santa Rosa Campus

Discipline	X2015	F2015	S2016	X2016	F2016	S2017	X2017	F2017	S2018	X2018	F2018
Culinary Arts	313	952	787	172	616	580	130	604	637	132	536

Petaluma Campus (Includes Rohnert Park and Sonoma)

Discipline	X2015	F2015	S2016	X2016	F2016	S2017	X2017	F2017	S2018	X2018	F2018
Culinary Arts	0	0	0	0	0	0	0	0	0	0	0

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

Discipline	X2015	F2015	S2016	X2016	F2016	S2017	X2017	F2017	S2018	X2018	F2018
Culinary Arts	0	22	21	0	13	19	19	0	0	0	0

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

Discipline	X2015	F2015	S2016	X2016	F2016	S2017	X2017	F2017	S2018	X2018	F2018
Culinary Arts	313	974	808	172	629	599	149	604	637	132	536
ALL College Disciplines	19681	74416	74382	19759	70222	70211	21494	67409	64711	19514	62160

Balanced/convenient schedule:

The Culinary Department offers classes:

- 5 days per week
- some evenings and weekends
- 5 certificate programs offered in 8-week sections, allowing students to enter the program 5 times per year (including summer session.)
- 65 active Specialty & Ethnic culinary courses offered on weekends & evenings

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

- promote certificate interest
- fulfill electives for the Culinary Major

Geographic distribution:

The department offers classes at:

- the Culinary Arts Center, Santa Rosa campus.
- the Dutton Pavilion, Shone Farm.
- North County Detention Facility
- Main Adult Detention Facility

Delivery modes:

- Cooking, baking, wine tasting & serving courses need the kitchens of the Burdo Center
- 2019/2020 plans for on-line versions of prerequisite lecture classes include:
 - Cul 250 Sanitation & Safety
 - Cul 250.1 Culinary Arts Survey

- Future hybrid classes might include:
 - Cul 254 Introduction To Baking & Pastry
 - Cul 250.3 Plate Presentation

Course Demand & Serving Students:

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

Specific recommendations:

- The most immediate helpful solution is to offer more Specialty & Ethnic courses for which the demand remains high.
- Offer more weekend and evening courses.
- Continued curriculum review with plans to shorten certificates without affecting instructional quality
- Hybridize appropriate courses
- Offer on-line versions of lecture courses
- Offer new Specialty & Ethnic courses
- Schedule classes to accommodate working students' needs
- Continue high school outreach
- Continue jail outreach
- Continue public program promotion & outreach through:
 - the café/bakery businesses
 - increase in Specialty & Ethnic course offerings
 - Sonoma County Harvest Fair
 - Gravenstein Apple Harvest Fair
 - Shone Farm events including Fall Festival
 - Day Under the Oaks
 - employee Networking events
 - several high school outreach programs
 - ESL outreach

5.2a Enrollment Efficiency

FY 2017-18 (plus current FY Summer and Fall)

Santa Rosa Campus

Discipline	X2015	F2015	S2016	X2016	F2016	S2017	X2017	F2017	S2018	X2018	F2018
Culinary Arts	73.1%	72.1%	76.2%	61.6%	71.9%	73.4%	79.9%	78.7%	76.6%	71.4%	88.0%

Petaluma Campus (Includes Rohnert Park and Sonoma)

Discipline	X2015	F2015	S2016	X2016	F2016	S2017	X2017	F2017	S2018	X2018	F2018
Culinary Arts	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

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

Discipline	X2015	F2015	S2016	X2016	F2016	S2017	X2017	F2017	S2018	X2018	F2018
Culinary Arts	0.0%	91.7%	87.5%	0.0%	32.5%	79.2%	38.0%	0.0%	0.0%	0.0%	0.0%

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

Discipline	X2015	F2015	S2016	X2016	F2016	S2017	X2017	F2017	S2018	X2018	F2018
Culinary Arts	73.1%	72.4%	76.4%	61.6%	70.1%	73.6%	70.1%	78.7%	76.6%	71.4%	88.0%
ALL College Disciplines	80.4%	86.6%	83.5%	79.0%	89.7%	85.5%	80.7%	87.9%	84.4%	81.8%	87.4%

Culinary Arts department enrollment efficiency has:

- held steady in the last three years of overall College enrollment decline & overall robust job market. When the job market is healthy, culinary students leave school for work.
- affirmed the department's effort toward providing classes that accommodate student needs.

5.2b Average Class Size

FY 2017-18 (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	X2015	F2015	S2016	X2016	F2016	S2017	X2017	F2017	S2018	X2018	F2018
Culinary Arts	17.4	18.1	16.7	14.2	17.9	15.8	18.7	16.9	16.4	15.6	17.8

Petaluma Campus (Includes Rohnert Park and Sonoma)

Discipline	X2015	F2015	S2016	X2016	F2016	S2017	X2017	F2017	S2018	X2018	F2018
Culinary Arts	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

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

Discipline	X2015	F2015	S2016	X2016	F2016	S2017	X2017	F2017	S2018	X2018	F2018
Culinary Arts	0.0	22.0	21.0	0.0	6.5	19.0	9.5	0.0	0.0	0.0	0.0

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

Discipline	X2015	F2015	S2016	X2016	F2016	S2017	X2017	F2017	S2018	X2018	F2018
Culinary Arts	17.4	18.2	16.8	14.2	17.2	15.8	16.7	16.9	16.4	15.6	17.8
ALL College Disciplines	25.8	27.4	26.0	25.2	28.3	26.4	25.6	27.3	25.7	26.4	26.8

Culinary Arts department class limits:

- range from 15 to 24.
- top at 30 for lecture classes.
- set based on the size of the classrooms and labs.
- determined by student safety concerns in the typically hazardous kitchen environment
- determined by necessary quality of instruction for students' training needs. In a busy teaching kitchen or dining room service environment, there is a great deal of difficult technique being taught. One instructor teaches many skill subjects at the same time. These classes involve large equipment, and difficult cooking & baking techniques in ovens & on stoves, using sharp knives & other intricate hand tools.
- are necessary to properly teach high quality dexterity and skill.

5.3 Instructional Productivity

5.3 Instructional Productivity FY 2017-18 (plus current FY Summer and Fall)

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		X2015	F2015	S2016	X2016	F2016	S2017	X2017	F2017	S2018	X2018	F2018
	FTES	27.57	94.08	82.15	19.93	75.14	66.85	9.54	62.62	61.21	14.25	55.80
	FTEF	3.26	8.40	7.94	2.42	7.51	7.53	1.01	6.44	6.12	1.68	5.21
	Ratio	8.46	11.20	10.34	8.23	10.00	8.87	9.43	9.73	10.00	8.49	10.72

Petaluma Campus (Includes Rohnert Park and Sonoma)

Culinary Arts		X2015	F2015	S2016	X2016	F2016	S2017	X2017	F2017	S2018	X2018	F2018
	FTES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	FTEF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Ratio	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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

Culinary Arts		X2015	F2015	S2016	X2016	F2016	S2017	X2017	F2017	S2018	X2018	F2018
	FTES	0.00	1.48	1.41	0.00	0.40	1.27	0.65	0.00	0.00	0.00	0.00
	FTEF	0.00	0.10	0.10	0.00	0.13	0.10	0.14	0.00	0.00	0.00	0.00
	Ratio	0.00	14.91	14.23	0.00	3.00	12.34	4.75	0.00	0.00	0.00	0.00

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

Culinary Arts		X2015	F2015	S2016	X2016	F2016	S2017	X2017	F2017	S2018	X2018	F2018
	FTES	27.57	95.56	83.56	19.93	75.54	68.12	10.19	62.62	61.21	14.25	55.80
	FTEF	3.26	8.50	8.04	2.42	7.65	7.64	1.15	6.44	6.12	1.68	5.21
	Ratio	8.46	11.25	10.39	8.23	9.88	8.92	8.87	9.73	10.00	8.49	10.72

The department's productivity ratio is typically lower than the district's goal of 17.5.

Special contributing factors for this are class limits:

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

Solutions

- Revision of all certificates to address needs of current busy & working student population
- Planned launch of certificate revisions: **F 2020**
- On-going rigorous program promotion
- Discourage class cancellations, as this tarnishes the stability & reputation of the programs
- Develop on-line & hybrid courses for
 - Safety & Sanitation
 - Culinary Arts Survey
 - Introduction To Baking & Pastry

- Plate Presentation

5.4 Curriculum Currency

Currency:

The Department has 89 approved active courses.

From Academic Affairs 6-year Course Review:

- Culinary Department courses needing Full Review in **2019-2020**.

Course #	Course Description (Short)	Last Full Review	Full Review Due
CUL 222	CUL TOUR OF SONOMA CO	10/14/2013	2019-20
CUL 275.84	EASTERN CENTRAL ITALIAN	1/27/2014	2019-20
CUL 275.85	WESTERN CENTRAL ITALIAN	1/27/2014	2019-20
CUL 98	INDEPENDENT STUDY	10/31/2013	2019-20

- Culinary Department courses needing Full Review in **2020-2021**.

Course #	Course Description (Short)	Last Full Review	Full Review Due
<p>The below Certificate courses are currently being revised by the department. F 2020 is the planned launch of curriculum revision to three certificates.</p>			
CUL 250.2	FOOD & BEVERAGE CAREERS	10/27/2014	2020-21
CUL 250	SANITATION AND SAFETY	3/23/2015	2020-21
CUL 250.3	PLATE PRESENTATION	5/11/2015	2020-21
CUL 253.7	PROF MEAT & SAUCE PREP	4/27/2015	2020-21
CUL 253A	CULINARY CAFE 1	3/23/2015	2020-21
CUL 253B	CULINARY CAFE 2	3/23/2015	2020-21
CUL 254	INTRO TO BAKING & PASTRY	8/24/2015	2020-21
CUL 256	FRONT HOUSE OPERATIONS	12/8/2014	2020-21
CUL 256.10	RESTAURANT OPERATIONS	10/27/2014	2020-21
CUL 256.3	INTRO FOOD/BEVERAGE OPS	10/27/2014	2020-21
CUL 256.5	WINE APPRECIATION	4/27/2015	2020-21
CUL 256.8	BEVERAGE MANAGEMENT	10/27/2014	2020-21
CUL 256.9	INTRO RESTAURANT WINE	10/27/2014	2020-21
<p>The below Specialty & Ethnic courses will be reviewed according to the Academic Affairs review schedule</p>			
CUL 275	SPEC TOP ETHNIC CUISINE	2/9/2015	2020-21
CUL 275.10	CAJUN AND CREOLE CUISINE	2/9/2015	2020-21
CUL 275.11	SOUTHERN CUISINE	2/9/2015	2020-21
CUL 275.12	HAWAIIAN CUISINE	2/9/2015	2020-21
CUL 275.31	PEKINESE CUISINE	2/9/2015	2020-21
CUL 275.32	SHANGHAINSE CUISINE	2/9/2015	2020-21

CUL 275.33	HUNANESE CUISINE	2/9/2015	2020-21
CUL 275.34	CANTONESE CUISINE	2/9/2015	2020-21
CUL 275.35	HONG KONGESE CUISINE	2/9/2015	2020-21
CUL 275.36	MONGOLIAN CUISINE	2/9/2015	2020-21
CUL 275.43	PHILIPPINE CUISINE	2/9/2015	2020-21
CUL 275.47	VIETNAMESE CUISINE	2/9/2015	2020-21
CUL 275.48	INDIAN CUISINE	2/9/2015	2020-21
CUL 275.49	MALAYSIAN CUISINE	2/9/2015	2020-21
CUL 275.64	GREEK CUISINE	2/9/2015	2020-21
CUL 275.65	SPANISH CUISINE	3/9/2015	2020-21
CUL 275.70	PUERTO RICAN CUISINE	2/9/2015	2020-21
CUL 275.71	CUBAN CUISINE	2/9/2015	2020-21

5.5 Successful Program Completion

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

The certificate links on the college website gives students ready access to the department's recommended sequence of courses.

https://portal.santarosa.edu/srweb/SR_ProgramOfStudyRCS.aspx?MCID=1462

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

Effects of severe schedule reductions

- **The 32.5-unit Culinary Arts Certificate:**
 - written to allow a student to complete in **3 semesters**
 - might now take **6 semesters** to complete, barring class cancellations
- **The 20-unit Baking & Pastry Certificate:**
 - written to allow a student to complete in **2 semesters**
 - now takes a full-time student **3 semesters**
- **The 11.5-unit Front House Operations Certificate:**
 - written to allow a student to complete in **2 semesters**
 - now takes a full-time student **3 semesters**

- The **19.5-unit Restaurant Management Certificate:**
 - written to allow a student to complete in **2 semesters**
 - now takes a full-time student **3 semesters**

Does the program offer support or services to help students complete certificates, licensure, or majors? If so, describe those.

- The majority of culinary students work while going to school. Many are not able to register as full-time students.
- All culinary certificate courses are scheduled in 8-week blocks to accommodate more frequent entry into the program.
- This scheduling also better supports working students who need to pause their schooling to work or to re-balance their busy lives.
- All full-time faculty regularly counsel students with their individual scheduling scenarios.
- All faculty encourage students to complete as many certificates as possible in order to be more marketable when job-hunting.
- Cul 250 instructs students in the needed information for getting the state-required food handler's card.

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

Data from the PRPP web site: www.santarosa.edu/prpp.

SIS211		Santa Rosa Junior College						
5/29/2019 10:08		Tally of Cert/Degree s Awarded						
Cert Code	TOP	Description	Prog Type	201 4 201 5	201 5 201 6	2016 2017	2017 2018	2018 2019
1010	13063 0	Culinary Arts	AA-O	18	12	9	6	2
3202	13063 0	Culinary Arts	Cert	42	32	31	20	11
3179	13063 0	Culinary Arts: Baking and Pastry	Cert	38	50	37	18	8
5009	13063 0	Culinary Arts: Dining Room Service	Cert	32	19	17	35	13
3209	13063 0	Culinary Arts: Front House Operations	Cert	7	6	1	3	0
1042	13071 0	Culinary Arts: Restaurant Management	AA-O	2	1	0	2	2
		Restaurant Management	AA-O	1	0	0	0	0
3322	13071 0	Culinary Arts: Restaurant Management	Cert	1	3	1	3	5
		Restaurant Management	Cert	1	0	0	0	0
			Totals:	142	123	96	87	41

Anecdotal explanation for enrollment decline:

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

- When students cannot take classes in a timely way, they quit & go to work. It's hard to persuade them back to school.
- This has a cascading negative effect on students who aim to get an AA degree in either Restaurant Management or Culinary Arts.
- The current booming job market means potential students are working full-time instead of taking classes
- on-going shifting population demographics because of the 2017 Sonoma County fire disaster
- educational shift toward on-line learning
- continued mandatory schedule reductions dissuade students from enrolling. They are discouraged by not being able to complete in a timely way.

Solutions

- Revision of all certificates to address needs of current busy & working student population
- Planned launch of certificate revisions: **F 2020**
- On-going rigorous program promotion
- Offer more Specialty & Ethnic courses for which the demand remains high.
- Offer more weekend and evening courses.
- Continued curriculum review with plans to shorten certificates without affecting instructional quality
- Scheduling classes to accommodate working students' needs
- Continued high school outreach
- Continued jail outreach
- Continued public program promotion & outreach thru in-house & off-site events

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

The employment outlook is typically consistently strong in the food & beverage and hospitality fields.

The current economic boom results in a job-seeker's market.

Employers cannot find enough workers in Sonoma County.

The culinary department is the unique training program for a large, epicurean county.

Culinary Career Center serves as:

- the department's in-house service for connecting employers to job-seeking students & alumni
- the Culinary students' support in job-searching
- the program's direct connection to community and to students
- the program's direct connection to over 400 employers in Northern California who currently use the website system.

The Career Center facilitates:

- on-going departmental connection to students and alumni.

- employment opportunities for current students & alums.
- the resource to individuals, businesses and non-profit organizations seeking assistance at special events, including parties, fundraisers and festivals.

5.6 Student Success

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

As of F2018, the Department has a higher retention rate: **84.8%**

All College: **76.9%**

Explanation for strong retention:

- strength of instruction
- convenient 8-week block scheduling
- individualized departmental student counseling
- campus student support service offerings such as:
 - ESL
 - DRD
 - College Skills
 - Tutorial Center
 - Health Services

5.6a Retention The percentage of students receiving a grade of A,B,C,D,CR, or I in each Discipline (duplicated headcount). FY 2017-18 (plus current FY Summer and Fall)

Santa Rosa Campus

Discipline	X2015	F2015	S2016	X2016	F2016	S2017	X2017	F2017	S2018	X2018	F2018
Culinary Arts	88.2%	88.1%	84.9%	85.7%	87.4%	86.0%	82.1%	88.6%	90.1%	0.0%	84.8%

Petaluma Campus (Includes Rohnert Park and Sonoma)

Discipline	X2015	F2015	S2016	X2016	F2016	S2017	X2017	F2017	S2018	X2018	F2018
Culinary Arts	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

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

Discipline	X2015	F2015	S2016	X2016	F2016	S2017	X2017	F2017	S2018	X2018	F2018
Culinary Arts	0.0%	87.0%	90.5%	0.0%	91.7%	94.7%	100.0%	0.0%	0.0%	0.0%	0.0%

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

Discipline	X2015	F2015	S2016	X2016	F2016	S2017	X2017	F2017	S2018	X2018	F2018
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Culinary Arts	88.2%	88.0%	85.0%	85.7%	87.4%	86.3%	84.5%	88.6%	90.1%	0.0%	84.8%
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ALL College Disciplines	79.7%	76.0%	77.0%	79.5%	76.6%	77.8%	82.6%	78.7%	77.3%	81.0%	76.9%
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How does student **success** at the discipline level compare to the overall District **success** rate?

5.6b Successful Course Completion FY 2017-18 (plus current FY Summer and Fall)

As of F2018, the Department has a higher success rate: **80.5%**

All College: **72.8%**

Explanation for strong success:

- strength of instruction
- convenient 8-week block scheduling
- individualized departmental student counseling
- campus student support service offerings such as:
 - ESL
 - DRD
 - College Skills
 - Tutorial Center
 - Health Services

Santa Rosa Campus

Discipline	X2015	F2015	S2016	X2016	F2016	S2017	X2017	F2017	S2018	X2018	F2018
Culinary Arts	86.2%	84.3%	82.6%	83.9%	83.5%	81.7%	79.7%	86.0%	87.0%	0.0%	80.5%

Petaluma Campus (Includes Rohnert Park and Sonoma)

Discipline	X2015	F2015	S2016	X2016	F2016	S2017	X2017	F2017	S2018	X2018	F2018
Culinary Arts	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

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

Discipline	X2015	F2015	S2016	X2016	F2016	S2017	X2017	F2017	S2018	X2018	F2018
Culinary Arts	0.0%	87.0%	90.5%	0.0%	91.7%	94.7%	89.5%	0.0%	0.0%	0.0%	0.0%

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

Discipline	X2015	F2015	S2016	X2016	F2016	S2017	X2017	F2017	S2018	X2018	F2018
Culinary Arts	86.2%	84.4%	82.8%	83.9%	83.7%	82.1%	81.0%	86.0%	87.0%	0.0%	80.5%

ALL College Disciplines	76.6%	71.3%	73.1%	76.1%	72.3%	73.8%	78.6%	74.8%	73.5%	77.3%	72.8%
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How does the average student GPA at the discipline level (total units/grade points) compare to the overall District GPA? If there is a difference (either above or below), can you explain that?

5.6c Grade Point Average FY 2017-18 (plus current FY Summer and Fall)

As of F2018, the Department has a higher GPA rate: **3.04**

All College: **2.69**

Explanation for strong GPA:

- strength of instruction
- convenient 8-week block scheduling
- individualized departmental student counseling
- campus student support service offerings such as:
 - ESL
 - DRD
 - College Skills
 - Tutorial Center
 - Health Services
- ***Culinary students are superstars!***

Santa Rosa Campus

Discipline	X2015	F2015	S2016	X2016	F2016	S2017	X2017	F2017	S2018	X2018	F2018
Culinary Arts	3.24	3.11	3.28	3.25	3.24	3.17	3.17	3.30	3.16	0.00	3.04

Petaluma Campus (Includes Rohnert Park and Sonoma)

Discipline	X2015	F2015	S2016	X2016	F2016	S2017	X2017	F2017	S2018	X2018	F2018
Culinary Arts	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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

Discipline	X2015	F2015	S2016	X2016	F2016	S2017	X2017	F2017	S2018	X2018	F2018
Culinary Arts	0.00	2.09	2.40	0.00	3.36	2.11	3.37	0.00	0.00	0.00	0.00

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

Discipline	X2015	F2015	S2016	X2016	F2016	S2017	X2017	F2017	S2018	X2018	F2018
Culinary Arts	3.24	3.10	3.27	3.25	3.25	3.15	3.19	3.30	3.16	0.00	3.04

ALL College Disciplines	2.65	2.64	2.67	2.62	2.68	2.68	2.63	2.73	2.68	2.63	2.69
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Below are *representative samples* that serve to summarize the information from student equity comparison tables between the department and the college.

The department examined the full tables before consolidating the information from F2016 and F2018 to answer this document's prompt:

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

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

- on how to best serve the rich spectrum of JC students.
- about college support systems & current requirements regarding:
 - gender identity & sensitivity
 - sexual harassment
 - racial & cultural sensitivity
 - mental health
 - income inconsistency
 - cultural inequality
 - tolerance & acceptance

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

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

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

Retention (Student Equity Data, Table 5.6a)

CUL			DISTRICT		CUL			DISTRICT	
Ethnicity	F2016	F2018	F2016	F2018	Gender	F2016	F2018	F2016	F2018
White	89.26% (291/326)	87.80% (216/246)	79.29% (21941/27673)	80.21% (19516/24331)	Male	83.71% (221/264)	82.21% (231/281)	75.51% (18723/24796)	76.50% (17729/23176)
Asian	96.08% (49/51)	92.50% (37/40)	82.12% (1878/2287)	82.84% (1844/2226)	Female	90.63% (300/331)	87.25% (219/251)	78.66% (23603/30006)	78.06% (21736/27847)
Black	60.00% (6/10)	60.00% (3/5)	70.59% (1109/1571)	74.02% (1057/1428)	Unknown	83.33% (15/18)	92.31% (12/13)	76.32% (783/1026)	77.94% (823/1056)
Hispanic	83.19% (99/119)	82.83% (82/99)	74.79% (9416/12590)	73.19% (9255/12646)	Income Level	F2016	F2018	F2016	F2018
Native American	0.00% (0/0)	87.50% (7/8)	70.19% (259/369)	71.65% (235/328)	BOG Eligible	75.00% (6/8)	0.00% (0/0)	78.28% (1553/1984)	65.63% (21/32)
Pacific Islander	100.00% (3/3)	0.00% (0/0)	73.03% (176/241)	72.73% (152/209)	All Other Students	87.60% (530/605)	84.77% (462/545)	77.18% (41556/53844)	77.37% (40267/52047)
Filipino	100.00% (4/4)	88.89% (8/9)	80.29% (493/614)	80.12% (399/498)	Disability Status	F2016	F2018	F2016	F2018
Multiple Ethnicities	82.98% (78/94)	81.06% (107/132)	74.72% (7530/10078)	74.99% (7501/10003)	DSPS Students	85.42% (41/48)	70.27% (26/37)	77.62% (3156/4066)	77.24% (3342/4327)
Unknown	100.00% (6/6)	33.33% (2/6)	75.80% (307/405)	80.24% (329/410)	All Other Students	87.61% (495/565)	85.83% (436/508)	77.19% (39953/51762)	77.37% (36946/47752)

College Status	F2016	F2018	F2016	F2018					
1st Gen College	89.51% (145/162)	77.85% (123/158)	74.92% (12968/17310)	74.11% (12464/16818)					
Not 1st Gen	87.34% (331/379)	87.77% (287/327)	78.76% (26386/33500)	79.21% (24482/30909)	Basic Skills	F2016	F2018	F2016	F2018
Unknown	83.33% (60/72)	86.67% (52/60)	74.83% (3755/5018)	76.79% (3342/4352)	Basic Skills Math	80.95% (17/21)	75.00% (3/4)	68.51% (2091/3052)	62.30% (1046/1679)
Age	F2016	F2018	F2016	F2018	Basic Skills Engl	75.00% (12/16)	100.00% (7/7)	65.20% (1390/2132)	70.07% (1578/2252)
0 to 18	82.89% (126/152)	83.53% (71/85)	76.68% (9357/12203)	77.97% (9437/12103)	Basic Skills ESL	100.00% (3/3)	85.71% (6/7)	85.14% (693/814)	78.50% (420/535)
19 to 20	82.11% (78/95)	87.50% (91/104)	77.59% (11718/15102)	77.34% (10621/13733)	All Other Students	87.59% (508/580)	84.63% (446/527)	77.90% (39385/50558)	78.06% (37590/48154)
21 to 25	90.30% (149/165)	85.83% (109/127)	75.35% (10253/13608)	75.13% (9242/12301)					
26 to 30	90.79% (69/76)	82.19% (60/73)	77.27% (4306/5573)	77.61% (3934/5069)					
31 to 35	87.50% (21/24)	84.85% (28/33)	78.61% (2359/3001)	77.41% (2224/2873)					
36 to 40	85.00% (17/20)	100.00% (10/10)	80.53% (1431/1777)	82.52% (1553/1882)					
41 to 45	92.86% (13/14)	88.57% (31/35)	81.07% (1058/1305)	81.59% (1028/1260)					
46 to 50	100.00% (16/16)	56.52% (13/23)	83.45% (938/1124)	79.03% (765/968)					
51 to 60	91.67% (33/36)	93.55% (29/31)	80.34% (1193/1485)	79.07% (1001/1266)					
61 plus	93.33% (14/15)	83.33% (20/24)	76.31% (496/650)	77.40% (483/624)					

Successful Course Completion (Student Equity Data, Table 5.6b)

CUL			DISTRICT		CUL			DISTRICT	
Ethnicity	F2016	F2018	F2016	F2018	Gender	F2016	F2018	F2016	F2018
White	85.28% (278/326)	83.74% (206/246)	75.77% (20968/27673)	77.06% (18749/24331)	Male	79.17% (209/264)	76.16% (214/281)	70.66% (17521/24796)	72.09% (16707/23176)
Asian	94.12% (48/51)	92.50% (37/40)	78.14% (1787/2287)	78.57% (1749/2226)	Female	87.31% (289/331)	84.46% (212/251)	74.77% (22435/30006)	74.25% (20676/27847)
Black	60.00% (6/10)	60.00% (3/5)	64.74% (1017/1571)	69.05% (986/1428)	Unknown	83.33% (15/18)	92.31% (12/13)	72.61% (745/1026)	75.38% (796/1056)
Hispanic	78.15% (93/119)	76.77% (76/99)	68.80% (8662/12590)	67.97% (8595/12646)	Income Level	F2016	F2018	F2016	F2018
Native American	0.00% (0/0)	75.00% (6/8)	64.77% (239/369)	66.77% (219/328)	BOG Eligible	75.00% (6/8)	0.00% (0/0)	73.19% (1452/1984)	65.63% (21/32)
Pacific Islander	100.00% (3/3)	0.00% (0/0)	70.54% (170/241)	66.99% (140/209)	All Other Students	83.80% (507/605)	80.37% (438/545)	72.89% (39249/53844)	73.31% (38158/52047)
Filipino	100.00% (4/4)	88.89% (8/9)	76.06% (467/614)	75.30% (375/498)	Disability Status	F2016	F2018	F2016	F2018
Multiple Ethnicities	79.79% (75/94)	75.76% (100/132)	70.35% (7090/10078)	70.55% (7057/10003)	DSPS Students	75.00% (36/48)	67.57% (25/37)	72.38% (2943/4066)	73.21% (3168/4327)
Unknown	100.00% (6/6)	33.33% (2/6)	74.32% (301/405)	75.37% (309/410)	All Other Students	84.42% (477/565)	81.30% (413/508)	72.95% (37758/51762)	73.32% (35011/47752)
College Status	F2016	F2018	F2016	F2018					
1st Gen College	83.95% (136/162)	72.15% (114/158)	69.98% (12114/17310)	69.34% (11661/16818)					

Not 1st Gen	83.91% (318/379)	84.10% (275/327)	74.83% (25069/33500)	75.65% (23384/30909)	Basic Skills	F2016	F2018	F2016	F2018
Unknown	81.94% (59/72)	81.67% (49/60)	70.11% (3518/5018)	72.01% (3134/4352)	Basic Skills Math	80.95% (17/21)	75.00% (3/4)	73.21% (3168/4327)	55.99% (940/1679)
Age	F2016	F2018	F2016	F2018	Basic Skills Engl	68.75% (11/16)	100.00% (7/7)	73.32% (35011/47752)	62.52% (1408/2252)
0 to 18	78.29% (119/152)	74.12% (63/85)	70.81% (8641/12203)	72.77% (8807/12103)	Basic Skills ESL	100.00% (3/3)	85.71% (6/7)	73.21% (3168/4327)	73.83% (395/535)
19 to 20	76.84% (73/95)	85.58% (89/104)	72.35% (10926/15102)	72.61% (9972/13733)	All Other Students	83.79% (486/580)	80.08% (422/527)	73.32% (35011/47752)	74.22% (35740/48154)
21 to 25	86.67% (143/165)	82.68% (105/127)	71.23% (9693/13608)	70.79% (8708/12301)					
26 to 30	86.84% (66/76)	78.08% (57/73)	74.63% (4159/5573)	75.10% (3807/5069)					
31 to 35	83.33% (20/24)	75.76% (25/33)	76.31% (2290/3001)	75.32% (2164/2873)					
36 to 40	85.00% (17/20)	100.00% (10/10)	78.90% (1402/1777)	80.34% (1512/1882)					
41 to 45	92.86% (13/14)	82.86% (29/35)	79.23% (1034/1305)	79.76% (1005/1260)					
46 to 50	100.00% (16/16)	52.17% (12/23)	80.87% (909/1124)	77.69% (752/968)					
51 to 60	88.89% (32/36)	93.55% (29/31)	78.45% (1165/1485)	77.41% (980/1266)					
61 plus	93.33% (14/15)	79.17% (19/24)	74.15% (482/650)	75.64% (472/624)					

Grade Point Average (Student Equity Data, Table 5.6c)

CUL			DISTRICT		CUL			DISTRICT	
Ethnicity	F2016	F2018	F2016	F2018	Gender	F2016	F2018	F2016	F2018
White	3.345	3.288	2.922	2.979	Male	2.987	2.916	2.666	2.706
Asian	3.628	3.381	2.913	2.915	Female	3.400	3.259	2.855	2.850
Black	2.529	3.636	2.477	2.584	Unknown	3.897	3.897	2.900	3.014
Hispanic	3.012	2.815	2.519	2.509	Income Level	F2016	F2018	F2016	F2018
Native American	0.000	2.455	2.480	2.526	BOG Eligible	4.000	0.000	2.793	2.013
Pacific Islander	3.714	0.000	2.625	2.560	All Other Students	3.237	3.098	2.770	2.789
Filipino	3.353	3.647	2.820	2.704	Disability Status	F2016	F2018	F2016	F2018
Multiple Ethnicities	2.877	2.890	2.698	2.693	DSPS Students	2.850	2.904	2.744	2.820
Unknown	3.758	2.545	2.855	2.896	All Other Students	3.278	3.105	2.773	2.785
College Status	F2016	F2018	F2016	F2018					
1st Gen College	3.028	2.824	2.609	2.600					
Not 1st Gen	3.309	3.206	2.866	2.902	Basic Skills	F2016	F2018	F2016	F2018
Unknown	3.390	3.233	2.692	2.694	Basic Skills Math	3.311	3.250	2.367	2.181
Age	F2016	F2018	F2016	F2018	Basic Skills Engl	2.833	3.714	2.229	2.244
0 to 18	3.095	2.895	2.609	2.665	Basic Skills ESL	3.333	3.059	2.775	2.915
19 to 20	3.023	3.189	2.664	2.683	All Other Students	3.248	3.090	2.807	2.824
21 to 25	3.337	2.910	2.743	2.738					
26 to 30	3.182	3.066	2.981	2.991					
31 to 35	3.224	3.266	3.041	3.007					
36 to 40	3.101	3.465	3.159	3.147					
41 to 45	3.846	3.600	3.148	3.187					
46 to 50	3.887	2.888	3.140	3.204					
51 to 60	3.379	3.793	3.215	3.223					
61 plus	3.803	2.984	3.314	3.383					

5.7 Student Access

5.7a Students Served - by Ethnicity The number of students in each Discipline at first census broken down by ethnicity (duplicated headcount). **Culinary Arts FY 2017-18** (plus current FY Summer and Fall)

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

Culinary Arts	Ethnicity	2015-16	Percent	2016-17	Percent	2017-18	Percent	2018-19	Percent
	White	1095	55.7%	657	51.2%	525	40.3%	505	43.2%
	Asian	103	5.2%	102	7.9%	85	6.5%	103	8.8%
	Black	40	2.0%	22	1.7%	30	2.3%	12	1.0%
	Hispanic	540	27.5%	353	27.5%	421	32.3%	367	31.4%
	Native American	21	1.1%	1	0.1%	4	0.3%	9	0.8%
	Pacific Islander	8	0.4%	9	0.7%	7	0.5%	1	0.1%
	Filipino	30	1.5%	6	0.5%	20	1.5%	14	1.2%
	Other Non-White	115	5.8%	81	6.3%	141	10.8%	83	7.1%
	Decline to state	15	0.8%	53	4.1%	69	5.3%	74	6.3%
	ALL Ethnicities	1967	100.0%	1284	100.0%	1302	100.0%	1168	100.0%

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

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

- The diversity demographics of these data are consistent with Sonoma County.
- The department reflects the college-wide increase in Hispanic students, since becoming an HSI.
- The culinary department strives to outreach to underrepresented students, and welcomes every opportunity to ethnically diversify our student population. Department outreach efforts include:
 - working closely with ESL & the Culinary for ESL course.
 - hosting many high school tours.
 - supporting the Culinary Cubs.
 - participating in campus outreach efforts such as ESL's Movin' On Up & the SRJC Dia de los Muertos celebrations in downtown Santa Rosa.
 - faculty studying Spanish.
 - incorporating diverse foods into our courses & menus to reflect students' cultural identities.

Ideas for increased outreach

- Promote department programs to campus organizations that focus on identity diversity such as:
 - PUENTE
 - Student Life & Clubs
 - APASS
 - UMOJA
 - International Students

5.7b Students Served - by Gender The number of students in each Discipline at first census broken down by gender (duplicated headcount). **Culinary Arts FY 2017-18** (plus current FY Summer and Fall)

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

Culinary Arts	Gender	2015-16	Percent	2016-17	Percent	2017-18	Percent	2018-19	Percent
	Male	732	37.2%	565	44.0%	639	49.1%	555	47.5%
	Female	1206	61.3%	686	53.4%	628	48.2%	559	47.9%
	Unknown	29	1.5%	33	2.6%	35	2.7%	54	4.6%
	ALL Genders	1967	100.0%	1284	100.0%	1302	100.0%	1168	100.0%

5.7c Students Served - by Age The number of students in each Discipline at first census broken down by age (duplicated headcount). **Culinary Arts FY 2017-18** (plus current FY Summer and Fall)

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

Culinary Arts	Age Range	2015-16	Percent	2016-17	Percent	2017-18	Percent	2018-19	Percent
	0 thru 18	265	13.5%	232	18.1%	134	10.3%	154	13.2%
	19 and 20	294	14.9%	221	17.2%	285	21.9%	190	16.3%
	21 thru 25	573	29.1%	334	26.0%	310	23.8%	287	24.6%
	26 thru 30	253	12.9%	129	10.0%	153	11.8%	161	13.8%
	31 thru 35	111	5.6%	67	5.2%	119	9.1%	104	8.9%
	36 thru 40	103	5.2%	51	4.0%	62	4.8%	33	2.8%
	41 thru 45	58	2.9%	38	3.0%	39	3.0%	63	5.4%
	46 thru 50	64	3.3%	48	3.7%	41	3.1%	51	4.4%
	51 thru 60	127	6.5%	107	8.3%	115	8.8%	79	6.8%
	61 plus	119	6.0%	57	4.4%	44	3.4%	46	3.9%
	ALL Ages	1967	100.0%	1284	100.0%	1302	100.0%	1168	100.0%

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

No.

- Traditionally, men predominate many of the culinary arts professions.
- The above most recent statistics disclose a much more balanced male (47.5%)/female (47.9%) culinary *student* body.
- The age range statistics reveal a younger interest.
- Most of the department's culinary classes have students who represent a range of ages and cultural backgrounds. Cooking together is a great leveler.

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

Yes.

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

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

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

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

- working closely with **ESL & the Culinary for ESL course**.
- hosting many high school tours, working with the college outreach office
- supporting the **Culinary Cubs**, the department's student club.
- participating in campus outreach efforts such as **ESL's Movin' On Up** & the **SRJC Dia de los Muertos** celebrations in downtown Santa Rosa.
- faculty studying Spanish.
- incorporating diverse foods into our courses & menus to reflect students' cultural identities.

Ideas for increased outreach

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

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

5.8 Curriculum Offered Within Reasonable Time Frame

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

Five CE certificates:

1. Culinary Arts (32.5 units)
2. Baking & Pastry (20 units)
3. Dining Room Service (5.5 units)
4. Front House Operations (11.5 units)
5. Restaurant Management (19.5 units)

Two AA degrees:

1. Culinary Arts (44 units)
2. Restaurant Management (20.5 units)

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

Effects of severe schedule reductions

- **The 32.5-unit Culinary Arts Certificate:**
 - written to allow a student to complete in **3 semesters**

- might now take **6 semesters** to complete, barring class cancellations
- The **20-unit Baking & Pastry Certificate:**
 - written to allow a student to complete in **2 semesters**
 - now takes a full-time student **3 semesters**
- The **11.5-unit Front House Operations Certificate:**
 - written to allow a student to complete in **2 semesters**
 - now takes a full-time student **3 semesters**
- The **19.5-unit Restaurant Management Certificate:**
 - written to allow a student to complete in **2 semesters**
 - now takes a full-time student **3 semesters**
- All culinary certificate courses are scheduled in 8-week blocks to accommodate more frequent entry into the program.
- The department's original certificate completion schedules allowed students to get their certificates in a reasonable amount of time, then quickly join the workforce.
- Most students are encouraged and opt to complete at least three of the five offered certificates.
- Schedule reductions have a detrimental effect on culinary students' education.
- The majority of culinary students work while going to school. Many are not able to register as full-time students.
- When students cannot take classes in a timely way, they quit & go to work. It's hard to persuade them back to school.
- This has a cascading negative effect on students who aim to get an AA degree in either Restaurant Management or Culinary Arts.

Solutions

- Revision of all certificates to address needs of current busy & working student population
- Planned launch of certificate revisions: **F 2020**
- Discourage class cancellations, as this tarnishes the stability & reputation of the programs
- Develop on-line & hybrid courses for
 - Safety & Sanitation
 - Culinary Arts Survey
 - Introduction To Baking & Pastry
 - Plate Presentation

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

The certificate links on the college website gives students ready access to the department's recommended sequence of courses.

https://portal.santarosa.edu/srweb/SR_ProgramOfStudyRCS.aspx?MCID=1462

Example: Restaurant Management Certificate

Semester 1				
Course Number	Course Title	Units	Semester Offered	Prerequisites
CUL250*	SANITATION AND SAFETY	1.00	Summer 2019, Fall 2019, Spring 2020	

<u>CUL250.1*</u>	CULINARY ARTS SURVEY	1.00	Summer 2019, Fall 2019, Spring 2020	
<u>CUL250.2*</u>	FOOD & BEVERAGE CAREERS	1.00	Summer 2019, Fall 2019, Spring 2020	<u>CUL250</u> AND <u>CUL250.1</u>
<u>CUL256.8*</u>	BEVERAGE MANAGEMENT	1.00	Fall 2019	
<u>CUL256.9*</u>	INTRO RESTAURANT WINE	1.00	Fall 2019	
<u>BGN81</u> or <u>Complete any combination.</u>	PRACTICAL BUSINESS MATH	3.00	Fall 2019, Spring 2020	
<u>CUL256.3</u> or <u>Complete any combination.</u>	INTRO FOOD/BEVERAGE OPS	1.00		
Total Semester Units:		9.00		
Semester 2				
Course Number	Course Title	Units	Semester Offered	Prerequisites
<u>CUL256*</u>	FRONT HOUSE OPERATIONS	4.50	Fall 2019, Spring 2020	<u>CUL250</u> OR <u>DIET50</u>
<u>CUL256.10*</u>	RESTAURANT OPERATIONS	3.00	Spring 2020	
<u>CUL256.5*</u>	WINE APPRECIATION	1.50	Spring 2020	
<u>CUL256.11*</u>	WINE & FOOD PAIRING	1.50	Spring 2020	
Total Semester Units:				10.50
Recommended course sequence units total:				19.50
Minimum units to meet certificate requirements:				19.50

5.9a Curriculum Responsiveness

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

With input from the advisory committee, the department:

- regularly revises the curriculum, minimally every 6 years.
- measures the current Industry trends & demands.
- is Influenced by student scheduling needs.
- is influenced by working student needs.
- offers limited Specialty & Ethnic courses to accommodate AA degree student needs.

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

The department's prerequisite courses:

- Cul 250 Safety & Sanitation
- Cul 250.1 Culinary Arts Survey
- Cul 250.2 Careers in the Food and Beverage Industry (not a pre-requisite)
 - allow students quick access to **three** certificates & **two** AA degrees.
 - support the IGNITE program for incarcerated students.

Courses required for **two** certificates *and* the Culinary Arts AA degree are:

- Cul 250.3 Professional Plate Presentation
- Cul 252.3 Knife Skills

- Intro to Baking & Pastry

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:

- **F 2020** launch of revisions to the Front House, Culinary, and Baking & Pastry certificates.
- **2019/2020** plans for on-line versions of prerequisite lecture classes include:
 - Cul 250 Sanitation & Safety
 - Cul 250.1 Culinary Arts Survey
- Potential future hybrid classes, including:
 - Cul 254 Introduction To Baking & Pastry
 - Cul 250.3 Plate Presentation

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

- Butchery
- Plant-based cooking
- Catering
- Bread baking
- Confectionery craft

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?

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

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

- a caterer/owner
- a winery owner
- a bakery owner
- an ice cream shop owner
- several restaurant owners
- a food radio host
- a winery chef

The department's current advisory committee members are:

- loyal to our programs
- offer sound advice
- hire culinary graduates

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

If not, why?

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

The program coordinators check with appropriate advisory committee members before making curriculum revisions.

Examples

1. For the rationale in 2016 curricular changes in the Baking & Pastry certificate, program coordinator consulted with & quoted members of the advisory committee as supportive of the changes.
2. When the department had initial plans to work on a catering certificate, advisory committee members discouraged it. Their advice helped us focus on other areas of student training.

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

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

The Department promotes its programs by:

- hosting informational breakfast meetings & tours for the high school culinary teachers & counselors.
- hosting informational luncheons for middle school and high school students.
- presenting a culinary student-panel (*with pizza & cookies!*) at an informational evening for high school students & their parents.
- leading facility & informational tours for interested students & high school students.
- working with the JC office of student outreach.
- offering credit-by-exam options for two of the prerequisite courses:
 - Sanitation and Safety
 - Knife Skills

5.10 Alignment with Transfer Institutions (Transfer Majors ONLY)

5.11a Labor Market Demand (Occupational Programs ONLY)

Labor Market Demand (CTE Programs ONLY)
(Update every second year during even numbered years; **2018, 2020, 2022**)

S2019 Career Center Update

- Currently there are not enough people to fill jobs.
- The Center coordinator receives 3-5 calls per week from frantic employers.
- Graduates are returning and using the Center job board.
- There are presently 65 jobs on the board which will probably increase to 100 by summertime.
- There are only 5 active job seekers on the board.
- There are 20 students enrolled in the events assistance program.

The department's in-house job-match system reflects the current state of low unemployment in Sonoma County. Statistics aside, there is truth to the anecdotal adage that "there's always work in the food business."

National Restaurant Association facts:

<https://restaurant.org/Downloads/PDFs/State-Statistics/California.pdf>

"Restaurants are a driving force in California's economy. They provide jobs and build careers for thousands of people, and play a vital role in local communities throughout the state."

- **1,830,000 Restaurant and foodservice jobs in California in 2019 = 11% of employment in the state**
- **By 2029, that number is projected to grow by 9% = 164,300 additional jobs, for a total of 1,994,300**
- Driven by a stronger economy and historically high levels of pent-up demand among consumers, restaurant-industry sales are expected to hit record highs in 2019.

CORNERSTONES OF CAREER AND ENTREPRENEURIAL OPPORTUNITIES

- One-half of all adults have worked in the restaurant industry at some point during their lives, and one out of three got their first job experience in a restaurant.
- Eight in ten restaurant owners say their first job in the restaurant industry was an entry-level position.
- Part-time, entry-level work is important and fills a critical need in the workforce.
- Most hourly employees are students with irregular schedules, teenagers saving for school, or parents and caregivers who need a job with flexible hours that fit their busy lives. Overall in the restaurant industry, 28 percent of employees are students.
- Nine in ten salaried restaurant employees started as hourly workers.
- Restaurants employ more women managers than any other industry.
- Restaurants employ more minority managers than any other industry.

From: Sonoma County Economic Development Board

<http://sonomaedb.org/Data-Center/Workforce/>

Food Preparation and Serving Related Occupations represent:

- TOP 10 BY JOB POSTING VOLUME PERCENTAGE
- TOP 15 OCCUPATIONS BY JOB POSTING VOLUME

FOR “HARD & COMMON SKILLS”:

TOP 10 BY JOB POSTING VOLUME SKILLS & CERTIFICATIONS

Hard Skills		Posting Volume	Prior Year
1	Merchandising	1,427	-3.5%
2	Selling Techniques	1,341	-3.2%
3	Nursing	1,271	-6.9%
4	Restaurant Operation	949	-11.4%

From Employment Economic Development (California)

[https://www.labormarketinfo.edd.ca.gov/file/indproj/satr\\$_highlights.pdf](https://www.labormarketinfo.edd.ca.gov/file/indproj/satr$_highlights.pdf)

2014-2024 Projection Highlights Santa Rosa Metropolitan Statistical Area (Sonoma County)

Occupational Employment forecasts 32,700 new jobs from industry growth and 50,100 job openings from replacement needs for a combined total of 82,800 job openings.

- The 50 occupations with the most job openings are forecasted to generate 46,500 total job openings, which is 56 percent of all job openings.
- The *top three occupations* with the most job openings are retail salespersons, cashiers, and **waiters and waitresses**.

The 50 fastest growing occupations anticipate a growth rate of 20 percent or higher.

- Occupations range from combined **food preparation and serving workers...** to veterinarians...

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 an eventual return of improved enrollments in the Culinary Arts Department.

Napa Valley Community College is the closest area college offering a Community Education fee-based culinary program.

SRJC's Culinary Arts department is the only professional training (private or public) available in the vast epicurean hub of Sonoma County.

5.11b Academic Standards

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

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

- through regular Department meetings
- face to face meetings
- email discussions

On-going discussions results:

- course revisions
- SLO'S
- LAP'S
- assessment standards
- grading standards
- certificate and degree revisions and expansion

6.1 Progress and Accomplishments Since Last Program/Unit Review

Rank	Location	SP	M	Goal	Objective	Time Frame	Progress to Date
0001	Santa Rosa	03	06	Increase food to go sales.	Create another opportunity for students food production. Increase revenues	2014/2015 UPDATE: 2018/2019	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. 2018/2019: highly successful increase in food-to-go sales both from the culinary cafe & the bakery. In spite of schedule reductions & low enrollments in the cafe and front house classes, the bakery held the operation together. The Production & Specialty Production Baking classes alone produced revenue for two of the 8-week sessions.
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 UPDATE: 2018/2019	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. 2018/2019: Focus on enrollments & class cancellations versus revenue. New revenue generating ideas cannot happen with the severity of the schedule reductions.
0003	Santa Rosa	01	07	Open Culinary Café Patio for food service	Develop specifications for patio furniture. Complete electrical and concrete work on Patio. Install Pizza Oven	2014/2015 UPDATE: 2018/2019	Furniture, electrical, and concrete work should all be covered under building construction budgets. The Pizza oven has been installed and is operational. UPDATE: 2018/2019 Focus on enrollments & class cancellations versus revenue. New revenue generating ideas cannot happen with the severity of the schedule reductions.
0004	Santa Rosa	02	01	Create new and revise existing certificates.	Complete curriculum for new catering program. Develop curriculum for all other new certificates listed in this PRPP.	2014/2015 UPDATE: 2018/2019	Faculty and staff time. Curriculum is in progress. Faculty and staff time. Curriculum is in progress. UPDATE: 2018/2019 Focus on enrollments F2020: planned launch of new certificate major revisions.
0005	Santa Rosa	05	05	Explore Contract Education options with local food businesses.	Develop industry partners. Increase enrollment in certificate programs.	2014/2015 UPDATE: 2018/2019	Program would be run through Contract ed. Additional adjunct faculty.

					Work closely with Hispanic student population.		Public Relations and Graphics Services. Update Culinary brochure in both English and Spanish. Outreach to students through ESL. UPDATE: 2018/2019 Focus on enrollments F2020: planned launch of new certificate major revisions.
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 UPDATE: 2018/2019	Supervising Administrators. Continue to increase FTEF as permitted by Supervising Administrators. 2018/2019: Focus on enrollments & class cancellations. Increased ability to offer more S&E courses will improve enrollment issues.
0007	Santa Rosa	02	01	Develop hybrid model of Community Ed for Culinary, Wine Studies, and Ag	Create new revenue for District and to support the Culinary Center. Keep the Culinary Center and the Ag Pavilion active and open 7 days per week.	2014/2015 UPDATE: 2018/2019	Additional adjunct faculty. Program would be run in collaboration with Community Education. UPDATE 2018/2019: Focus on enrollments & class cancellations versus revenue. New revenue generating ideas cannot happen with the severity of the schedule reductions.
0008	Santa Rosa	01	07	Expand Culinary Café days and hours of operation.	Complete curriculum for new advanced culinary certificate program. Expand schedule of classes in the Department. Increase staffing to accommodate expanded business. Encourage more SRJC students to dine at Café.	2014/2015 UPDATE: 2018/2019	Faculty and staff. Additional adjunct faculty. Culinary Cubs and campus clubs for campus outreach. Culinary Cubs and campus clubs for campus outreach. UPDATE 2018/2019: Focus on enrollments & class cancellations versus revenue. New revenue generating ideas cannot happen with the severity of the schedule reductions.
0009	Santa Rosa	03	01	Development of simultaneously translated hybrid online courses.	Support Hispanic student success. Increase International enrollments.	2014/2015 UPDATE: 2018/2019	Faculty and staff time. Public Relations, Graphics Services, and SRJC's International Student Program. UPDATE 2018/2019: Focus on enrollments & class cancellations. 2019/2020 planned readiness of on-line lecture courses & hybrid courses.
0010	Santa Rosa	01	07	Solve wine licensing issues.	Develop strategy to change State legislation to allow for wine service in Community College Culinary Programs.	2014/2015 UPDATE: 2018/2019	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. Administration support. UPDATE 2018/2019: Working with local State representative, Career Center

							coordinator has begun the process of changing the state law.
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6.2b PRPP Editor Feedback - Optional

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

In Spring 2019, SRJC made an educational & economic decision to become a smaller school. This editor will not be part of the “right-sizing” experience.

In spite of program resource and planning, none of us can process how this transitional time might evolve.

The culinary arts department will continue to promote the following core values,:

- proving an ability to change with the times while continuing to offer quality education & training.
- being a place of educational sanctuary & community gathering.
- practicing the belief in students first.
- using its educational platform as the voice for positive change in the broken food system.
- advocating for good, honest, healthful food.
- instructing how to cook & entertain the public with honesty & integrity.
- demonstrating how to eat well.
- demonstrating love of craft.
- teaching how to use less water & how to truly reduce waste.
- leading by example, using the department’s advantaged position to affect real change in sustainable food practices.

History

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

- weekend workshops & seminars
- team-building cooking classes for businesses
- classes in food & wine
- lessons in industry environmental issues including:
 - water management
 - solar energy efficiency
 - composting & waste reduction
 - food distribution

Course offering might include:

- snout-to-tail cooking
- chocolate roasting: bean-to-bar
- food fermentation: bread to kimchi
- the art of the sommelier

- ...

The committed Food & Wine Center board members worked on this vision for several years.

The timing was not yet right.

The Culinary Center eventually found its appropriate, on-campus home.

The department launched many of the original Food & Wine Center ideas into its student-run business models & course offerings.

The Culinary Center is a beautiful facility, a possible “destination” school.

With proper promotion, the college has potential to offer Sonoma County & the larger bay area another reason to get off the train in Santa Rosa.

Perhaps this is the moment to go back to the chalk board (or the smart board) and refresh a version 2.0 of the original idea?

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 UPDATE: 2018/2019	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. 2018/2019: highly successful increase in food-to-go sales both from the culinary cafe & the bakery. In spite of schedule reductions & low enrollments in the cafe and front house classes, the bakery held the operation together. The Production & Specialty Production Baking classes alone produced revenue for two of the 8-week sessions.
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0005	Santa Rosa	05	05	Explore Contract Education options with local food businesses.	Develop industry partners. Increase enrollment in certificate programs. Work closely with Hispanic student population.	2014/2015 UPDATE: 2018/2019	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. UPDATE: 2018/2019 Focus on enrollments F2020: planned launch of new certificate major revisions.
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							Administration support. UPDATE 2018/2019: Working with local State representative, Career Center coordinator has begun the process of changing the state law.
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