Program Review - Culinary

Prepared by: Beckee Hobson

What are the strengths of your program? 1. Adjunct faculty teaching culinary courses bring a high level of culinary experience and expertise due to their current and past professional employment in the culinary field. 2. Continual laboratory assistant work by the same person over the last 2 years (including the summer months) has greatly improved the operation and efficiency of the foods laboratory. This has resulted in an increased level of laboratory procedure coordination between faculty, oversight of equipment repair needs, maintenance of equipment inventory, supervision of material fees through Excel, reduction in pest issues, and an overall enhanced laboratory experience for students and faculty. (This work-study position also supports the child development and fashion laboratory classrooms.)

What improvements are needed? 1. Hire a part-time permanent laboratory technician to support the foods and other division laboratories. Over the last 10 years, the longest a work-study student was in this position was two semesters which meant most faculty time was spent to hire and orient the student to the basic laboratory support. This lead to a lack of coordination between faculty teaching in the foods laboratory, less follow through on sanitation and safety that resulted in pest control issues, and lack of supply inventory control and management of material fee expenditures. The work-study student is not allowed to have a key for the foods laboratory hence the laboratory must be opened buy faculty or the campus police. This results in the laboratory being left unlocked from 7:00 am to 9:00 pm week days and Saturdays. On occasion there has been missing food from the laboratory; the most recent incident is the disappearance of three dozen eggs from one of the refrigerators. Pest issues were a problem in previous years and in May 2011 all of the cabinets in the foods laboratory and workroom had to be emptied and sprayed due to pest infestation. By having this position work in the summer has allowed for deeper cleaning and the ability to coordinate with facilities to move heavy equipment (refrigerators, freezer and ovens) for cleaning. This has resulted in improved pest control management. As of fall 2012, a dozen or more dead pests were noticed after the monthly spray service. By spring 2014, there have been only one-two dead pests after the monthly spray service.

2. Explore options for the certificate program. The Basic Certificate is the first certificate in a 3-certificate program in Food Service. The Basic and Intermediate certificates were designed to be stepping stones in the pathway to the Advanced Certificate. Historically the number of students awarded certificates has been low.

3. Maintenance of supplies and equipment for the food laboratory. The facilities department handles most of the maintenance of equipment, but not all. As an example, the institutional dish washer needs to be demineralized and the facility department has denied this request. Faculty will need to figure out how to demineralize the dish washer or hire an outside source. Refrigeration equipment needs yearly maintenance work and the institutional cooking equipment (ovens, grills, and griddle) in the foods lab were bought second-hand at least 18 years ago and require regular maintenance. Small cooking equipment, dishes and silverware need to be replaced for broken and lost items even though these items are inventoried at each lab session.

Describe any external opportunities or challenges: 1. Sequoia Regional Consortium for Adult Education (AB86) This is an opportunity for the department to assess and revise certificates to match pathways which may be available though the Consortium. 2. V-TEC Food Science Pathway. This is an opportunity with a local charter high school to build a food science pathway from secondary to community college and to university. 3. Increasing food costs for the foods lab classes.

Overall Outcome Achievement: Our current certificates include both NUTR and CULN courses. The program level outcomes for the Basic Certificate were evaluated and it was found that the outcome on food safety and sanitation was written for a laboratory experience, not a lecture course. However, since the Safety and Sanitation course (NUTR 107) is a lecture course it was felt this outcome should be evaluated in this course. Therefore it was decided to rewrite the outcome and assess next year in the Intermediate Certificate assessment. The evaluation of the second outcome, Proper Equipment Use, was done using a Mise En Place rubric in two different class settings with two different instructors the combined results showed that 90% of the students were successful, however a common weakness was time management.

Changes based on outcome achievement: The faculty will rewrite the Food Safety and Sanitation outcome so it can be used in a lecture course. The current 3-year assessment cycle is up to date on all course and program assessments. The current assessment cycle is designed to assess one certificate each year. The certificates were designed to provide a pathway which has incremental course work from one certificate to the next level certificate (from Basic to Intermediate to Advanced.) As a result the program outcomes are also incremental in design. It was observed through the first year of assessment outcomes that the outcomes this year and next year will become repetitive through the full 3 year cycle. At the end of this 3-year assessment cycle, all three certificate outcomes will...
**Action: Improve laboratory support to increase class coordination, equipment and inventory control, and health and safety standards.**

Acquire a .6 employee to maintain the foods lab operation to standards. (The employee would be part of the request from child development and fashion to also assist in the maintenance of their labs.)

**Implementation Timeline:** 2014 - 2015

- **Start Date:** 10/01/2014
- **Completion Date:** 05/01/2015
- **Status:** New Action

**Identify related Program Outcomes:**

- **Program Outcomes:** Identify and practice proper food safety and sanitation techniques.
- **Use the proper equipment and apply the proper techniques in food preparation.**

**Person(s) Responsible (Name and Position):** Division Chair

**Rationale (With supporting data):**

There has been one person for the last two years and as a result there have been less pest issues, more organized in inventory control and purchasing, better coordination of lab procedures between instructors, continual oversight of equipment maintenance needs, and overall better lab experience for students and instructors.

- **Priority:** High
- **Safety Issue:** Yes
- **External Mandate:** No

**Add Resource Request for Action**

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<thead>
<tr>
<th>Resource Description</th>
<th>Why is this resource required for this action?</th>
<th>Notes (optional)</th>
<th>Active</th>
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<tbody>
<tr>
<td>.6 classified employee to support and maintain the foods, child development and fashion laboratories.</td>
<td>One work-study student has been employed for the last two years and as a result the food laboratory has had less pest issues, is more organized in inventory control and purchasing, has better coordination of lab procedures between faculty, there is continual oversight of equipment maintenance needs, and an overall better lab experience for students and instructors. This is the first time in at least 15 years the same person has been employed for a three year period. Typically a new student-work is hired every fall semester and significant time is spent by faculty outside of their faculty duties, to train, orient and supervise this position.</td>
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<td>Yes</td>
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**Action: Update the three Food Service certificates**

Complete the two year revision for the current three Food Service certificates.

**Implementation Timeline:** 2014 - 2015

- **Status:** New Action

**Person(s) Responsible (Name):** Milli Owens & Beckee Hobson
Action: Maintenance of supplies and equipment for food laboratory.

Apply for VTEA funding to support supplies and equipment for food laboratory.

**Implementation Timeline:** 2014 - 2015
- **Start Date:** 09/15/2014
- **Completion Date:** 05/15/2015
- **Status:** New Action

**Identify related course/program outcomes:**
- Use the proper equipment and use the proper techniques in food preparation.

**Person(s) Responsible (Name and Position):**
- Beckee Hobson and Milli Owens

**Rationale (With supporting data):** Additional funding is needed to cover small and large equipment for the foods laboratory. Students are charged a materials fee ($40-$50) to cover food expenses. The material fees can not be used to purchase or maintain small or large laboratory equipment.
- **Priority:** High
- **Safety Issue:** Yes
- **External Mandate:** No

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<td>Purchase small and large equipment for hands-on technical instruction in the foods laboratory.</td>
<td>Students need hands-on technical training to be successful in this work field.</td>
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**Resource Type:** Instructional equipment