

# Comprehensive Program Review Report



## Program Review - Culinary

### Program Summary

#### 2023-2024

**Prepared by:** Kyran Wiley

**What are the strengths of your area?:** The follow are considered strengths of the COS Culinary Arts Program:

- Growth of FTES and Student Retention:

The program saw a large jump from 17.30 FTES in 2021-2022 to 29.93 FTES in 2022-2023. In addition Census Enrollment data shows a jump from 76 "Continuing Students" in 2021-2022 to 181 "Continuing Students" in 2022-2023.

- Program Major growth:

The Culinary program has seen a steady increase of Culinary Arts Majors. In 2020-2021 the program had 22 Culinary majors, in 2021-2022 the program increase to 62 Culinary majors, and in 2022-2023 the Culinary program has 94 students majoring in Culinary Arts.

- Overall Student Success Rates:

The Culinary program has seen a steady climb in overall student success rates from 67.4% in 2020-2021 to 76.2% in 2021-2022 to 85.2% in 2022-2023.

- Awards:

The Culinary Program awarded 2 AS-Culinary Arts Degrees (First Ever) and 20 Beginning Culinary Skills Certificates of Achievement (16 units) in 2022-2023 compared to 2 Beginning Culinary Skills Certificates of Achievement (16 unit) in 2021-2022.

- National Restaurant Association ServSafe Manager Certifications awarded:

NUTR107 Food Safety and Sanitation gives students the opportunity to earn their ServSafe Manager Certification recognized by the National Restaurant Association. The ServSafe Manager Certification verifies that a manager or person-in-charge has sufficient food safety knowledge to protect the public from food-borne illness. Individuals that successfully pass the 90-question, multiple-choice exam will receive a ServSafe Manager Certification and wallet card. The ServSafe Manager Certification is accredited by the American National Standards Institute (ANSI) under the Conference for Food Protection Standards. In 2022-2023 24 students earned the ServSafe Manager Certification.

- Work Experience Enrollment Rates:

The Culinary Arts Program Work Experience courses had 61 enrolled students in 2022-2023.

- Success Rates among First Generation Students:

Success Rates for "First-Time Students" saw a 28% increase from 2021-2022. Data shows that 10 total grades for a success rate of 60% in 2021-2022 increased to 43 total grades for a success rate of 88.4% in 2022-2023 for "First-Time Students".

- Success Rates among AAC Students:

Success Rates for students that "Received AAC Services" increase from 79.2% in 2021-2022 to 91.9% in 2022-2023.

- Success Rates among Hispanic Students:

Success Rates for students who identify as "Hispanic" has increased from 72.7% in 2021-2022 to 85.7% in 2022-2023.

-Local High School relationships/EXPO:

The Culinary Lab on the COS Visalia campus hosted a Culinary Arts Cooking Competition for the Tulare County Office of Education College and Career EXPO annually. The EXPO is held for local high school students to show their cooking skill in a competition judged by COS Culinary Faculty. Full-time COS Culinary Faculty continues to be involved in local high school culinary programs, attend high school advisory board meetings, and host local high schools to tour COS campus and the COS Culinary Program to further improve COS Culinary Program engagement at the high school level.

#### Collaboration with Nutrition Faculty:

There is a strong collaboration between nutrition and culinary faculty. This includes conference attendance, advisory board involvement, interactions that support outcomes, curriculum development and funding. A team approach provides a much better learning experience for students.

#### -Campus Support:

The COS Culinary Arts Program continues to receive a huge amount of campus support such as:

- Collaboration with COS Work Experience Office
- Collaboration with COS Food Service in providing students work experience placement
- Student services provides workshops for culinary students in resume building, job seeking, and soft skills.
- CTE Success Coordinator seeks culinary students to assist in Entrée to Employment. Students assist a local caterer in providing a three course meal to over a hundred event guest.

#### -Division Assistant:

A classified employee has proved to be invaluable for the CFS division, in particular to the Culinary Arts Program. Duties include:

- Shopping multiple times weekly for fresh, quality food products used in student culinary labs
- Maintaining, stocking, organizing, and improving the culinary lab.
- Creating and maintaining inventory sheets, budgets spreadsheets, and VTEA funds
- Replacing equipment and lab utensils
- Clean and sanitize students materials (Aprons, kitchen towels, name tags, etc.)

**What improvements are needed?:** The COS Culinary Arts Program needs to improve the following:

#### - Lab Technician:

To support student learning and instructional activities in the culinary classes, student safety, the laboratory, equipment, supplies, and foods need to meet industry standards. A full time technician would allow these standards to be more consistently met. The culinary instructors should have responsibilities similar to most faculty which would allow the instructors to have more time to expand and maintain student learning experiences in the COS Culinary Program.

#### -Baking and Desserts instructor and Adjunct pool:

Our Baking and Desserts instructor stepped down making filling this vacancy a priority. Also creating a more robust Adjunct pool would be beneficial to keep up with the continual growth of the program.

#### -Equipment and storage:

With the amount of growth in the previous 2 years, it has been challenging to keep up with stocking the Culinary Lab with enough equipment for the students. An example is food processors and stand mixers. The Baking and Desserts Class had a full section of 20 students yet we only have 6 stand mixers for students to use. This makes it difficult for all students to be able to participate without involving group work. Another issue is storage of the extra equipment if we were to receive it. This example could be used for multiple items to: food processors, pots, pans, and other small equipment items.

#### - Room for program growth:

We are extremely satisfied with the growth of the Program. We are utilizing the Culinary Lab now more than ever, holding 2 to 3 full classes daily compared to 1 class daily in previous years. We are optimistic that the program will continue to grow, the only downfall would be lab space and storage for growth. We have one Culinary Lab that holds 20 students a class per facilities/safety guidelines. This somewhat can be limiting to the program if we cannot add any more sections or increase the number of students per section.

#### - Tracking Work Experience success:

Use supporting technology and our student success programs on campus to help with tracking and increasing Work Experience success. An example would be to make resume workshops mandatory for work experience students and have students create Linked-in accounts.

#### -Student Worker:

The COS Culinary Lab is being used for multiple classes on a daily basis. Our division technician is vital to the duties such as shopping for product, maintain, stocking, and organizing the Culinary Lab daily. The technician the works in the morning hours which is ideal for these task. Culinary courses are held in the late afternoon and evenings to accommodate students busy schedules. A student worker available in the late afternoon to help "Turn Over" the Culinary Lab from class to class would be useful. The student worker could restock labs, clean lab kitchens and floors, clean and fold laundry, and help instructor prep between classes to provide an equable learning experience for each class.

-Community Outreach for Student Work Experience:

A goal of the COS Culinary Arts Program is to continue to assist students in finding jobs in the culinary industry. Although we have local establishments that have COS Culinary Arts students currently employed, improvement in local community establishment outreach will be beneficial in offering students work experience opportunities.

-Wifi/ Technology Issues in TULE Building:

The TULE building has ongoing problems with technology. Some of the classrooms do not have the capacity to support all students being on Wi-Fi at the same time for projects or other in class activities. Several offices (504A, 504B, 504C) have frequent network outages, which makes it impossible to provide student support during office hours or complete work in a timely or effective manner. TULE 509 is being utilized for the Fall 2023 semester for a live synchronous hyflex course offering, and there have been frequent issues with the hyflex monitor. IT technicians have been extremely responsive and helpful but per their reports and responses, they are limited in what they are able to do to provide permanent fixes, as the infrastructure (cabling, wiring, etc.) of the TULE building is outdated and needs to be completely replaced.

**Describe any external opportunities or challenges.:** -Challenge to keep COS Culinary Program current to culinary industry standards:

The demand of the ever changing culinary industry. The industry is constantly evolving such as: incorporating new equipment, utensils, food safety protocols, new cooking techniques, customer service training, new food products, etc. These constant changing conditions require the faculty to maintain up-to-date knowledge and skills to ensure students receive a high quality relevant culinary education. COS Culinary/Nutrition advisory boards and Professional development have been beneficial with this challenge.

-Perkins Funding:

With the increase of student enrollment in the COS Culinary Arts Program, being able to provide students with enough equipment, utensils, etc. has been a main focus. Perkins has been a huge benefit to the enhancement of the Culinary Lab and improvements to the Culinary Program. It has provided Faculty professional development opportunities and assisted with the maintenance/updating of Lab equipment and utensils for our growing program.

-Eagle Mountain Casino Internships:

A new casino has opened in the area, this has provided an opportunity for the COS Culinary Program to partner with Eagle Mountain Casino to provide internships for Culinary Arts students. In addition LAEP Funding (Learning-Aligned Employment Program) can help with this opportunity.

-Sierra Pacific Band Booster Fundraiser:

The COS Culinary Program will collaborate annually with Sierra Pacific High School Band Boosters fundraiser in Hanford. The event serves around 500 guest a three course meal that will be provided by the COS Culinary Program.

-COS Culinary Marketing:

Since applying for marketing funding and using marketing such as TV commercials, social media, etc. We have seen an increase in culinary arts enrollment. Continuing to market the COS Culinary Arts Program will still be a initiative of the program

**Overall SLO Achievement:** SLO achievement is adequate at this time.

**Changes Based on SLO Achievement:** We would like to include adjunct faculty to get involved in assessing and possibly adjusting SLO's of their respective courses to fit the changing demands suggested by our Advisory Board Committee.

**Overall PLO Achievement:** Overall PLO achievement is adequate at this time.

**Changes Based on PLO Achievement:** This is the first semester that a full section of the Advanced Culinary course will be completed. We will have a better understanding of PLO achievement and success after this semester.

**Outcome cycle evaluation:** The cycle is adequate at this time.

## Action: Enhance and sustain Culinary Lab

# Program Review - Culinary

Apply for Perkins, strong workforce, and other funding for supplies and equipment to enhance and improve student experience in the food laboratory. Including replacing old small and medium sized equipment, utensils, and cookware.

**Leave Blank:**

**Implementation Timeline:** 2021 - 2022, 2022 - 2023, 2023 - 2024

**Leave Blank:**

**Leave Blank:**

**Identify related course/program outcomes:** Program Outcomes:

- Use proper food service equipment and apply proper cooking methods and technique in food preparation.
- Students will demonstrate professionalism and ability to perform in industry setting through work experience.

**Person(s) Responsible (Name and Position):** Kyran Wiley

**Rationale (With supporting data):**

**Priority:** High

**Safety Issue:** No

**External Mandate:** No

**Safety/Mandate Explanation:**

Update on Action	
<i>Updates</i>	
<p><b>Update Year:</b> 2023 - 2024</p> <p><b>Status:</b> Continue Action Next Year</p> <p>The COS Culinary Program will continue to apply for funding through these resources as necessary to keep the Culinary Lab current and up to date. The past year we have used these funds in replacing old pots and pans with new industrial pots and pans, replaced old sheet pans, and purchased new knives for students. Funding has also been beneficial in purchasing new food processors and blenders. These resources also are vital to replacing small and medium sized equipment, utensils, and cookware that are worn or broken.</p> <p><b>Impact on District Objectives/Unit Outcomes (Not Required):</b></p>	09/12/2023
<p><b>Update Year:</b> 2022 - 2023</p> <p><b>Status:</b> Continue Action Next Year</p> <p>The COS Culinary Program will continue to apply for funding through these resources as necessary to keep the Culinary Lab current and up to date. The past year we have used these funds in replacing old pots and pans with new industrial pots and pans, replaced old sheet pans, and purchased new knives for students. Funding has also been beneficial in purchasing new food processors and blenders. These resources also are vital to replacing small and medium sized equipment, utensils, and cookware that are worn or broken.</p> <p><b>Impact on District Objectives/Unit Outcomes (Not Required):</b></p>	09/14/2022

## Link Actions to District Objectives

District Objectives: 2018-2021	
<b>District Objective 2.1</b> - Increase the percentage of students who earn an associate degree or certificate (CTE and Non-CTE) by 5 percentage points over three years	
<b>District Objective 2.4</b> - By 2021, Increase the percentage of CTE students who achieve their employment objectives by 5 percentage points	
District Objectives: 2021-2025	
<b>District Objective 1.1</b> - The District will increase FTES 2% from 2021 to 2025.	
<b>District Objective 2.1</b> - Increase the number of students who earn an associate degree or certificate (CTE and non-CTE) by 5% from 2021-2025.	
<b>District Objective 2.4</b> - Increase the percentage of CTE students who achieve their employment objectives by five percentage points (job closely related to field of study and attainment of a livable wage) and the number of CTE students who successfully complete 9+ CTE units in a single year by 10%	

# Program Review - Culinary

from 2021-2025.

## Action: Culinary Student Worker Funding

Requesting to increase student worker hours to 5 hours a week to support the Culinary Department. The extra help from a student worker is essential to maintaining/supporting the culinary lab along with prep/clean up before and after each class, washing and drying kitchen towels and aprons, restocking (turnover) classroom for the next class. The extra help positively impacts students success by providing all students with a well-maintained lab with all the essential materials that are needed before class begins to successfully complete all lab assignments. This would be a base budget augmentation.

**Leave Blank:**

**Implementation Timeline:** 2022 - 2023, 2023 - 2024

**Leave Blank:**

**Leave Blank:**

**Identify related course/program outcomes:**

**Person(s) Responsible (Name and Position):** Kyran Wiley

**Rationale (With supporting data):**

**Priority:** High

**Safety Issue:** No

**External Mandate:** No

**Safety/Mandate Explanation:**

### Resources Description

**Adjustment to Base Budget** - Requesting to increase student worker hours to 5 hours a week to support the Culinary Department. (Active)

**Why is this resource required for this action?:** The extra help from Student workers is essential to the maintaining/supporting the culinary lab along with he prep/ clean up before and after each class.

**Notes (optional):**

**Cost of Request (Nothing will be funded over the amount listed.):** 3000

### Link Actions to District Objectives

District Objectives: 2018-2021

**District Objective 2.1** - Increase the percentage of students who earn an associate degree or certificate (CTE and Non-CTE) by 5 percentage points over three years

**District Objective 2.4** - By 2021, Increase the percentage of CTE students who achieve their employment objectives by 5 percentage points

District Objectives: 2021-2025

**District Objective 1.1** - The District will increase FTES 2% from 2021 to 2025.

**District Objective 2.1** - Increase the number of students who earn an associate degree or certificate (CTE and non-CTE) by 5% from 2021-2025.

**District Objective 2.4** - Increase the percentage of CTE students who achieve their employment objectives by five percentage points (job closely related to field of study and attainment of a livable wage) and the number of CTE students who successfully complete 9+ CTE units in a single year by 10% from 2021-2025.

## Action: Replace old 2 door reach in freezer and 2 door reach in refrigerator

# Program Review - Culinary

Replace the old 2 door reach in freezer and 2 door reach in refrigerator in the Culinary Lab. The equipment is over 20 years old and should be replaced. The large reach in freezer and refrigerator are not energy efficient and make a lot a noise when running. This makes it difficult for students to hear lectures from the instructor and to hear presentations given by other students during class. Although the equipment has not had any major issues as of late, the replacement of the large industry standard equipment would alleviate future spending to keep the equipment running and at proper food safety regulated temperatures.

**Leave Blank:**

**Implementation Timeline:** 2022 - 2023

**Leave Blank:**

**Leave Blank:**

**Identify related course/program outcomes:** AS-Culinary Arts Outcomes:

Identify and practice food safety and sanitation to industry standards.

Use proper food service equipment and apply proper cooking methods and technique in food preparation.

**Person(s) Responsible (Name and Position):** Kyran Wiley Culinary Arts Instructor

**Rationale (With supporting data):**

**Priority:** Medium

**Safety Issue:** Yes

**External Mandate:** No

**Safety/Mandate Explanation:** Keeping food at temperature levels not ideal for bacteria growth is vital to the Culinary Program success.

## Update on Action

### Updates

**Update Year:** 2022 - 2023

09/12/2023

**Status:** Action Completed

Both old 2 door refrigerator and freezer have been replaced.

**Impact on District Objectives/Unit Outcomes (Not Required):**

## Resources Description

**Equipment - Non-Instructional** - One 2 door reach in freezer and one 2 door reach in refridgerator to replace older, non energy efficient ones in the Culinary Lab. (Active)

**Why is this resource required for this action?:** Industry reach in freezers and refrigerators are expensive and the program would need help in purchasing the new equipment.

**Notes (optional):**

**Cost of Request (Nothing will be funded over the amount listed.):** 13000

## Link Actions to District Objectives

District Objectives: 2018-2021

**District Objective 2.1** - Increase the percentage of students who earn an associate degree or certificate (CTE and Non-CTE) by 5 percentage points over three years

**District Objective 2.4** - By 2021, Increase the percentage of CTE students who achieve their employment objectives by 5 percentage points

## Action: Culinary Lab Technician

Culinary Lab Technician responsible to support the culinary classes and labs. The technician would have experience in kitchen professionalism to perform duties such as lab set up and take down, support instructional activities in lab classes, ensures and enforces the safety of students and equipment, organizing and providing students with appropriate supplies and lab equipment, demonstrate proper kitchen techniques and use of kitchen equipment for students during lab classes, maintain equipment and inventory of equipment each year.

**Leave Blank:**

# Program Review - Culinary

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**Implementation Timeline:** 2023 - 2024

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**Identify related course/program outcomes:** District Objective: 2.1: Increase the number of students who earn an associates degree or certificate (CTE and non-CTE) by 5% from 2021-2025.

District Objective 2.4: Increase the percentage of CTE students who achieve their employment objectives by 5% (Job closely related to field study and attainment of a livable wage) and the number of CTE students who successfully complete 9+ CTE units in a single year by 10% from 2021-2025.

District Objective 3.1: Reduce equity gaps in course success rates across all departments by 40% from 2021-2025.

**Person(s) Responsible (Name and Position):** Kyran Wiley

**Rationale (With supporting data):** With increased enrollment and the addition of sections:

Safety operating kitchen equipment requires more support and oversight than one instructor can provide.

Student success will be increased by additional support and feedback during lab experiences.

Leaves less time for instructor prep and turn over.

**Priority:** Medium

**Safety Issue:** Yes

**External Mandate:** No

**Safety/Mandate Explanation:** Safety operating kitchen equipment requires more support and oversight than one instructor can provide. With 20+ students working with potential dangerous food, equipment, and utensils more eyes and immediate instructional feedback ensures that safety protocols are being met.

## *Resources Description*

**Adjustment to Base Budget** - Culinary Lab Technician responsible for to support Culinary Faculty in all lab duties. (Active)

**Why is this resource required for this action?:** Culinary Lab Technician responsible to support the culinary classes and labs.

The technician would have experience in kitchen professionalism to perform duties such as lab set up and take down, support instructional activities in lab classes, ensures and enforces the safety of students and equipment, organizing and providing students with appropriate supplies and lab equipment, demonstrate proper kitchen techniques and use of kitchen equipment for students during lab classes, maintain equipment and inventory of equipment each year.

**Notes (optional):**

**Cost of Request (Nothing will be funded over the amount listed.):** 13500