To: Culinary Advisory Board Members
From: Dean McCurdy
Subject: Minutes
Date: September 15, 2017, 11:30AM

Present:

Dean McCurdy (Associate VP for Instruction & BHLC Dean)
Karen Ridley (VP, Nutrition, Kellogg Company)
Dave Carroll, (Director of Nutrition-retired, Senior Services)
Noel Corwin (Owner/Chef, Gorilla Gourmet)
Grant Fletcher (System Director Nutrition & Retail, Bronson Healthcare Group)
Judy Sarkozy (Owner/Pastry Chef, Sarkozy Bakery)
Jason McClellan (Executive Chef, Bronson Methodist Hospital)
Monica Koning (Internship Coordinator, Kalamazoo Valley Community College)
Tracey Quada (Student Employment Relations Liaison, Kalamazoo Valley Community College)
Pat Garcia (Dietary Manager, Heritage Community of Kalamazoo)
Vivien McCurdy (Director for Food Safety and Nutrition, Kalamazoo Valley Community College)
Kyle Mitchell (Culinary Instructor, Kalamazoo Valley Community College)
Cory Barrett (Culinary Instructor, Kalamazoo Valley Community College)
Faith Bentley (Office Manager, Bronson Healthy Living Campus, KVCC)

Absent:

Aaron Chew (Marketing Associate, Sysco Sales)
Eric Gillish (Corporate Chef, Millennium Restaurant Group)
Shawn Hagen (Owner/Chef, Bravo! Restaurant)
Pat Kenworthy (Instructional Manager, VanBuren Technology Center)
Trent Thompson (Farmer, Green Gardens)
Stephanie Hughes (Culinary Instructor, Kalamazoo Valley Community College)
Joel Boone (Culinary Instructor, Kalamazoo Valley Community College)
Rachel Bair (Director for Sustainable and Innovative Food Systems)

Discussion and Action Items

1. Welcome & Introductions: Committee Members, Staff, and Faculty Members
   - Introduced Brian Hay, Director for Culinary and Brewing, KVCC
     - Brian will start January 2, 2018

2. Program/Curriculum Updates
   - Culinary Arts and Sustainable Food Systems AAS program
     - 154 Students enrolled at end of winter semester, 2017
     - 38% of our Culinary students are full-time
     - We are 68% at capacity
   - Food Service Administration AA program
     - Articulates to WMU, 22 credits overlap the AAS program

- Dietary Manager COA program
    - 6 students enrolled, 5 students have completed
- Other Transfer updates
    - Currently have articulation agreements with Sienna Heights, Davenport & Ferris State
    - Our first student graduated May, 2017 and began at Ferris this fall to accomplish a Hospitality Major
- Medical Culinary/Training/Continuing Education/Life Enrichment courses
    - 535 participants between April, 2016 and June, 2017
- Upcoming Special Events

3. Facilities and Operations
- Havirmill Café / expansion
    - The Café is now open M-F, 7:30 AM to 1:00 PM
    - Lucas McFarland, Culinary Operations Manager will manage Café operations with the culinary instructors
- 418 Restaurant
    - This 1st 8 weeks, the restaurant is featuring a 7 course meal
    - Reservations only, 548-3200
- New catering options
    - The café will cater meetings and events. Lucas McFarland, 548-3235

4. Accreditation
- Higher Learning Commission updates
- ACF-EF Application status
- ACF-EF Self-study elements / process
- ACF-EF visit: March 26-28, 2018. PLEASE HOLD the evening of March 26th for dinner

5. Enrollment, recruitment, and retention update
- Winter/Fall enrollment
- Advising/Counseling update
- Recruitment activities

6. Scholarships

7. Budget and Funding Issues

8. Employer Relations and Internships
- 2016-2017 Internship placement
    - We currently have more internships opportunities than students to fill them
- Job board

9. Graduate Placement

10. Other
- The question was posed, "How can we better reach potential students already in the industry?"
    - Offer non-credit courses targeted to employees (knife safety, soups…)
    - Offer courses during times that allow employees to work and attend school
    - Help cover costs of basic requirements (knife kits, uniforms)
    - Work with area employers to show how we add value
        - Tie course completion to raises
        - Attend community events, exposure
    - Work to develop apprenticeships

Next meeting to be scheduled for February/March of 2018