

To: Culinary Advisory Board Members
From: Brian Hay
Subject: Minutes
Date: September 18, 2018, 6:00 PM

Present:

Brian Hay (Director of Culinary, KVCC)
Patti Henning (Dean of Instruction for Health Careers and Sustainable Foods, KVCC)
Dr. Marshall Washington, (President, Kalamazoo Valley Community College)
Dave Carroll, (Director of Nutrition-retired, Senior Services)
Eric Gillish (Corporate Chef, Millennium Restaurant Group)
Aaron Chew (Marketing Associate, Sysco Sales)
Pat Garcia (Dietary Manager, Heritage Community of Kalamazoo)
Grant Fletcher (System Director Nutrition & Retail, Bronson Healthcare Group)
Shawn Hagen (Owner/Chef, Bravo! Restaurant)
Pat Kenworthy (Instructional Manager, VanBuren Technology Center)
Monica Koning (Internship Coordinator, Kalamazoo Valley Community College)
Rachel Bair (Director for Sustainable and Innovative Food Systems)
Faith Bentley (Office Manager, Bronson Healthy Living Campus, KVCC)
Chris Stroven (Academic Counselor for Culinary and Brewing, KVCC)
Kyle Mitchell (Culinary Instructor, Kalamazoo Valley Community College)

Absent:

Noel Corwin (Owner/Chef, Gorilla Gourmet)
Judy Sarkozy (Owner/Pastry Chef, Sarkozy Bakery)
Tracey Quada (Student Employee Relations Liaison)
Karen Ridley
Noel Corwin (Owner/Chef, Gorilla Gourmet)
Jason McClellan (Executive Chef, Bronson Hospital)
Trent Thompson (Farmer, Green Gardens)
Stephanie Hughes (Culinary Instructor, Kalamazoo Valley Community College)
Joel Boone (Culinary Instructor, Kalamazoo Valley Community College)
Cory Barrett (Culinary Instructor, Kalamazoo Valley Community College)
Ruth Westfall (Culinary Student, Kalamazoo Valley Community College)

Discussion and Action Items

1. Welcome & Introductions: Committee Members, Staff, and Faculty Members
 - Chef Brian Hay Introduction
 - Committee member introductions
 - Introduction of Dr. Washington, President of KVCC
 - Review of the menu options - Chef Kyle

2. Program/Curriculum Updates

- Culinary Arts and Sustainable Food Systems AAS program
- Dietary Manager COA program
- Upcoming future Events
 - Pie Day November 20th
 - Taking orders through November 15 at 5 PM. Orders may be placed through the KVCC Bookstore webpage beginning October 15. All proceeds to support the Student Scholarship Fund.
 - Ketchup Day/Career Fair October 24th
 - Seminars to be offered to all culinary students from 9 AM to Noon on various topics that will be fun and engaging-taught by our instructors. There will be a Career Fair on the 1st floor from Noon to 2 PM. Many representatives from the Kalamazoo Culinary world will be present to talk about career opportunities.
 - Board Breakfast October 12th
 - Our café will host this Pancake Fundraiser to support our KVCC Student Scholarship fund. The Board will sponsor and facilitate this event. 8 AM to 10 AM on October 12.
 - ACF Region Awards Banquet in February '19
 - We will close the restaurant to host this event
 - Skills USA Regional Competition in February '19
 - An individual competition for high school aged students
 - Students are provided a "mystery" basket and are to prepare a 3-course meal
 - Bread Baker's Guild class in March '19
 - Foodways Symposium in April '19
 - Prostart Summer Institute in Summer '19
 - This is an honorable invitation.
 - There are four levels. We decide which level we'd like to host. Levels one through three are decided—level four is our choice. If we choose to host a level 2 competition, the advantage is that we would likely get up to 30 participants at \$500 per person. If we choose to host a level 4 and use Sustainability as our theme, we would likely get up to 15 participants. The same amount of work would go into either choice. Decision will be made by October 2.
 - Café open for lunch in summer '19

3. Facilities and Operations

Equipment additions

- New blast chiller in CAH 127 to help with batch cooling
- New ice machine on service line for customers
- New mobile smoker that can be used in all kitchens

Future equipment

- Angelo Po combi oven in CAH 127
 - This oven will assist with restaurant operations. Currently there are two ovens in the kitchen.
- Kitchenaid attachments and mixers
 - The intention for this equipment is to provide experience using attachments (such as the pasta rollers) to enhance class instruction.
- Updated Vitamix machines
 - Brian will reach out to the company to see about a donation.
- New POS machine

Preventative maintenance plan

- To cover equipment maintenance
- Includes hoods, refrigeration, all gas related equipment
 - \$30 K was requested and granted

4. Accreditation

- Initial application approved for 3 years
 - Having a program that is accredited provides legitimacy—a sound curriculum and it streamlines what we do and why we do it. It is spelled out by the number of competencies that are covered.
- Curriculum changes for reporting
 - Proof that each competency is covered
 - Creation of competency forms per class to allow instructors to show that each has been met
 - Completed forms at the end of the semester are placed in each student's file
- Annual report
 - Due each year showing graduate completion rates, faculty professional development

5. Enrollment, recruitment, and retention update

- 15 week change

Graduate numbers

For both Fall 17 and Winter 18 semesters = 22 graduates

Winter 18 enrollment numbers

- Unduplicated headcount was 151 students
 - 54% female students
 - 91% returning
 - 4% first time college students
 - 1% international
 - 85% in district students

Fall 18 enrollment numbers

- Unduplicated headcount of 130 students
 - 52% female
 - 78% returning students
 - 7% transfer
 - 9% new first time college students
 - 4% at high school (dual credit)
 - 81% in -district

6. Curriculum changes for the future

- Addition of a pastry certificate (will be sent out shortly)
 - 37 Credits
 - Will seek accreditation
- Looking at the addition of a CUL certificate (Basic training only – not linked to ACF)
 - We are looking at the certificate including 8 or 9 classes

Changes to AAS degree

- CUL 110 Foundations to be split into 2 3 credit hr. classes instead of a single 4 credit hr.

- Class covers 85 competencies
- CUL 275 Culinary Internship to be changed from a 2-9 to a 3 credit hour class (3 credits=144 hours)
- CUL 170 Food preservation class title to be changed to Garde Manger/Charcuterie (no credit hr. change)
- Presently degree is 64
 - Changes move us to a 67 hr.
 - Looking at reducing hrs. in other classes
 - Adding an elective that will support specific areas of interest
- Brian will send out communication via email to explain the proposals in greater detail and to solicit comments and suggestions.

7. Industry needs?

Next meeting to be scheduled for February/March, 2019