

CULINARY ADVISORY BOARD MEETING MINUTES

3 May 2021 / 5-5:57pm / via zoom

PRESENT: Cory Barrett, Stephanie Hughes, Tracey Corbett, Michael Perkins, Aaron Chew, Alec Durocher, Amy Gill, Dan Pontinger, Eric Gillish, Jason McClellan, John Mendles, Joshua Reid, Kate Miller, Kharen Shelton, Kyle Mitchell, Lizzie Luchsinger, Monica Koning, Paige Eagan, Patti Henning, Rachel Bair, Russel Zwanka

1. Welcome, Introductions, & Housekeeping

- a. Cory Barrett, Stephanie Hughes (Co-Directors)
- b. Advisory Board Members, Staff, & Faculty Members
- c. Advisory Board Paperwork / Perkins Survey (<https://mailchi.mp/547274b68c0d/comprehensive-local-needs-assessment>)

2. Program/Curriculum Updates

- a. Planning for Future Programming
 - Restructuring schedule and curriculum to accommodate block/cohort scheduling
 - Revising articulation agreements with vocational/technical schools
 - Revisiting possible implementation of Medical Culinary/"Food as Medicine" COA or AAS

*Minutes: Future culinary education curriculum changes have been approved; these changes coincide with current curriculum rigor, but will reduce the overall amount of classes needed graduate (but still add 2 credits to the overall AAS). The curriculum changes will focus on the mission of the BHLC, and in the future, provide stackable Certificates of Achievements (COAs) for students. The program believes these COAs can be valuable to student who would otherwise not be interested in completing the AAS.

3. Facilities & Operations

- a. COVID-19 protocols for lab classes at MJSCAH
- b. Havirmill Café & 418 Restaurant donations and operations

*Minutes: COVID-19 mitigation protocols covered in-depth. New single beer canner seamer purchased to sell student made beers from the brewing program. Both health inspections passed with no infractions. Meal Donations in CUL 220, donation of 120 meals (1800) in total each week to healthcare workers at large. Joel & Kyle's class donated meals to KVCC employees. These donations permitted by the college allowed students to produce and serve food to customers, albeit in a whole new way.

4. Accreditation

- a. ACFEF Self-Study submitted for review
- b. ACFEF Site Visit scheduled for May 16-18, 2021

*Minutes: Self-study submitted, and primary site visit is on 5/18.

5. Enrollment, Recruitment, & Retention

- a. Update on Key Performance Indicators (KPIs) by Patti Henning, *Dean of Health Careers & Sustainable Foods*
- b. Three Task Forces focused on increasing enrollment, made up of faculty & staff surrounding (to be reinstated):
 - External Partnerships (Employers, Partners, & Community)
 - Curriculum Design
 - Student-Focused Success & Outreach
- c. Baking & Pastries Certificate and Culinary Certificate additions going well

*Minutes: Enrollment continues to drop. While greatly impacted by the pandemic this is a trend we have already noticed with culinary programs in Michigan, and Nationwide. Baking and Pastry Certificate had a promising first year. Approximately 10 student completed the primary lab classes for the baking and pastry program. Interns continue to be placed, and many internships are opening backup. Eric Gillish mentioned his hospitality group is hiring for all positions, as are many restaurants and food service businesses around the area.

6. Budget & Funding

- a. Plan for 2021-2022
- b. Scholarship additions and updates

*Minutes: Culinary program will finish the year with reserve in the budget. A scholarship based on allocated funds from student tips, and brewing profits. The scholarship is specifically for brewing and culinary students. Currently there is 18k allocated for the scholarship, and its growth will be dependent on tips and profits for the future. The name of the scholarship will directly reflect the culinary and brewing program.

7. Employer Relations, Internships, & Externships

- a. Positive feedback & evaluations from employers about student performance
- b. Internship Placement: **Fall 2020** – 4 CUL + 1 CDM; **Winter 2021** – 6 CUL + 1 CDM; **Summer 2021** – 2 CUL + 1 CDM

*Minutes: internships need to be filled; part of (144 hours) dietary manager externship hours needs to be filled with a registered dietician (24 hours).

8. Graduate Rates / Job Placement

- a. Industry needs:

*Minutes: Food workers needed across the board (Mary McConnell or Tracey Corbett, contacts for Career Coach and job postings). Tracey Corbett talked about Career Coach @KVCC webpage, found in search engine. Employers can post positions there; email blasts are being sent to students. Labor Market information is there, too.

- b. Graduation Rates:

Semester / Year Grads	# of Grads	# of Grads within 150%	Completion Rate %
W 2019	7	7	100%
F 2019	17	16	94%
W 2020	5	4	80%
F 2020	10	10	100%
W 2021	7	7	100%

- c. Job Placement: **Winter 2020** – 100%; **Fall 2020** – 75%; **Winter 2021** – TBD (Calling students in coming weeks)

9. Others?

*Everybody is looking for employees. It seems many, if not all local food services, are looking for employees on all levels. Paige discussed how Michigan Reconnect is focused on adult learners and kicks off this summer; it covers tuition for community college district, out of district covers the difference. Work Force adult learner population. Kellogg is currently looking to fill 2 culinary positions.

10. Set Next Meeting / THANK YOU!

*Next meeting in November of 2021; check email for updates.