

**MEETING MINUTES**

8 November 2021 ♦ 4-5:00pm ♦ Via Zoom (<https://zoom.us/j/96513935954?pwd=V0tSWTlvT0paNUU3VHpUVVBlb2tRUT09>)

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Present: Cory Barrett, Monica Koning, Terri McDonald, Grant Fletcher, Aaron Chew, Amy Gill, Andrew Eggert, Chef Anna Cheely, Chris Stroven, Aaron Cooper, Dan Pontius, Kharen Shelton, Rachel Bair, Joshua Reid, Eric Gillish, Kyle Mitchell, Dr. Paige Eagen, Kate Miller, Russell Zwanka

**1. Welcome, Introductions, & Housekeeping**

- a. Cory Barrett, Stephanie Hughes (Co-Directors)
- b. Advisory Board Members, Staff, & Faculty Members
- c. Advisory Board Paperwork (Faith)
  - Change to process; online

**2. Program/Curriculum Updates**

- a. First year of new curriculum classes are under way:
  - CUL 101 (Introduction to Food Service) Introduced fall 2021
  - CUL 111 (Cookery) Introduced fall 2021
  - CUL 112 (Nutritional Cooking: Winter 2022)
    - Co-taught with registered dietician
  - CUL 113 (Food Business: Winter 2022)
- b. Revising articulation agreements with vocational/technical schools.

**3. Facilities & Operations**

- a. COVID-19 protocols for lab classes at MJSCAH continue.
- b. Havirmill Café – Opening to public 11/10/21 (Mondays through Thursdays).
- c. 418 Restaurant – Opening to public 11/10/21; Reservations only (Wednesdays & Thursdays).

**4. Accreditation**

- a. ACFEF re-accreditation valid June 2021 through June 2026 (five-year accreditation granted).
- b. Finding other options for accreditation (accrediting bodies other than ACFEF).

**5. Enrollment, Recruitment, & Retention**

- a. Enrollment is up!
  - Added another section of CUL101
  - Class size is still diminished slightly to accommodate for social distancing
- b. Three Task Forces focused on increasing enrollment, made up of faculty & staff surrounding (to be reinstated):
  - External Partnerships (Employers, Partners, & Community)
  - Curriculum Design – May change slightly
  - Student-Focused Success & Outreach
- c. Baking & Pastries Certificate and Culinary Certificate additions going well:
  - 8 graduated amid the pandemic.

**6. Budget & Funding**

- a. Plan for 2021-2022.
- b. Scholarship additions and updates.
  - Low interest in Culinary Scholarships

**7. Employer Relations, Internships, & Externships**

- a. Positive feedback & evaluations from employers about student performance.
  - Support documents included
- b. Thank you for completing Perkins Funding survey questions.
- c. Internship placements
- d. Industry needs
  - Industry remains challenged to find adequate help that is motivated and wants to work
  - Josh Reid shared an interest in working to provide learning in the area of Food

- Monica Koning shared that across the college, providing students to employers for internships is a challenge.
  - Should we look at hosting a Career Fair?
  - Do we poll students to see what they are expecting when they enter the job market?
    - a. We will look at adjusting our graduation survey questions to address this concern.
- Encourage faculty to invite industry people in to speak in the courses.
- Look to connect faculty with job resources staff at KVCC.

#### 8. Graduate Rates / Job Placement

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

#### 9. Others?

- a. Thank you for the survey responses.
- b. 7 Courses of Gold this Sunday, November 14 is sold out.
- c. Aaron Chew shared that he has more students looking at continuing their education post high school.
  - Look at providing more 1:1 student opportunities to visit our facility – more than a tour.

#### 10. Set Next Meeting / THANK YOU!

- a. April/May, 4 PM