

COURSE & CURRICULUM COMMITTEE

Minutes

November 13, 2020

Present: J. Abbott, C. Barrett, J. Brady, D. Coblenz, P. Eagan, G. Fredericks, C. Gibson, K. Grubka, P. Henning, S. Hubbell, C. Jbara, R. Kraas, T. Labadie, S. Myers, A. Nord, C. Pruis, M. Raines, B. Reynolds, K. Sparrow, H. Stevens, T. Sypris, J. Wagner

Absent: D. Coates, B. deDie

Guests: S. Hughes, B. Purdy, N. Vendeville

1. Call to Order – The meeting was called to order at 1:03 p.m.
2. Meeting Minutes of October 9, 2020 – The meeting minutes of October 9, 2020 were approved as distributed.
3. Business
 - 3.1 Course Inactivations
 - 3.1.1 AGF 105: Food Industry Career Planning (Effective 202310)
 - 3.1.2 AGF 120: Summer/Fall Crops Practicum (Effective 202310)
 - 3.1.3 AGF 140: Winter Crops Practicum (Effective 202410)
 - 3.1.4 AGF 210: Sustainable Food Syst/Practice (Effective 202410)
 - 3.1.5 CUL 120: Culinary Foundations I (Effective 202310)
 - 3.1.6 CUL 125: Culinary Foundations II (Effective 202310)
 - 3.1.7 CUL 170: Food Preservation (Effective 202410)
 - 3.1.8 CUL 220: Fast Casual Café Production (Effective 202410)
 - 3.1.9 CUL 230: Fast Casual Café & Event Ops (Effective 202410)
 - 3.1.10 CUL 240: Restaurant Dinner Production (Effective 202410)
 - 3.1.11 CUL 250: Restaurant Service & Mgmt (Effective 202410)

Items 3.1.1 – 3.1.11 - C. Barrett discussed the recommendation to inactivate the above listed courses stating these inactivations align with the new courses (items 3.3.1 – 3.3.8) brought forward for consideration. C. Barrett noted each course inactivation is on a timeline to accommodate students on a degree path. The AGF faculty and CUL faculty and advisory committee have endorsed these course inactivations. After discussion, it was MOVED, SECONDED, and CARRIED to endorse the recommendations as presented.

3.2 Course Revisions

- 3.2.1 ART 110: Ceramics I – Change strategy from 3-1-5 (Lecture/Discussion – 3 Standard Lab – 2 Open Lab) to 3-1-4 (Lecture /Discussion – Standard Lab) Add Blended Alternative Instructional Method (Effective 202130)
- 3.2.2 ART 111: Ceramics 2 – Change strategy from 3-1-5 (Lecture/Discussion – 3 Standard Lab – 2 Open Lab) to 3-1-4 (Lecture/Discussion- Standard Lab) Add Blended Alternative Instruction Method (Effective 202130)

Items 3.2.1 – 3.2.2 - B. Purdy discussed the recommendation to change the teaching strategy of the above listed courses noting these changes make the classes accessible during COVID restrictions and align with other 2D studio art courses. The goal is to discontinue open labs in the ART courses. The ART faculty and advisory committee have endorsed these course revisions. After discussion, it was MOVED, SECONDED, and CARRIED to endorse the recommendations as presented.

3.2.3 CUL 210: Baking & Dessert Fundamentals – Change strategy from 4-0-12 (Standard Lab) to 4-1-9 (Lecture/Discussion – Standard Lab) Add hybrid as Alternate Instructional Method - C. Barrett discussed the recommendation of a strategy change to 4-1-9 (Lecture/Discussion – Standard Lab) add hybrid as Alternate Instructional Method noting with this strategy change students only need CUL 100 to enter the Bakery and Pastry program changing the wait time to get into class. Students are still required to go through the Food Safety course. The CUL faculty and advisory committee have endorsed this strategy change. After discussion it was MOVED, SECONDED, and CARRIED to endorse the recommendation as presented.

3.3 New Courses

- 3.3.1 AGF 212: Agrifoods & Processing, 5-3-6 (Lecture/Discussion – Standard Lab)(Blended) (Effective 202210) – Course Description: This course provides an applied overview to the broader food system that supports the field of Culinary Arts. Students will participate in the operations of the college’s campus farm and food hub social enterprise, ValleyHUB, deepening their understanding of seasonality and sustainability in the local food system in Southwest Michigan. Students will learn basic crop planning and production skills, gain experience safely using high-capacity food processing equipment, and practice knife skills and food handling skills. Coursework will explore careers in the food system beyond the kitchen as well as regulatory and legal frameworks for food businesses at all points in the food value chain.
- 3.3.2 CUL 101: Introduction to Food Service, 4-1.5 – 7.5 (Lecture/Discussion – Standard Lab)(Blended) (Effective 202210) – Course Description: This course introduces students to industry expectations of entry level food service employees. This hands-on laboratory/lecture course is designed to develop applied knowledge and skills in: equipment identification, kitchen safety, basic cooking methods, knife skills, personal management skills, mise en place, and recipe comprehensive. The mission of the Bronson Health Living Campus, sustainability, the importance of local food systems, and ValleyHUB will also be introduced in the class.
- 3.3.3 CUL 111: Cookery, 5-1.5-10.5 (Lecture/Discussion – Standard Lab)(Blended) (Effective 202210) – Course Description: This course will introduce skills in fundamental preparation skills. This is a hands-on laboratory course designed to develop applied knowledge and skills in product identification, knife uses, cooking methods, sanitation practices, and equipment usage. The preparation of stocks, sauces, soups, starches, vegetables, and proteins will be practiced. Preparation, storage, and cooking methods for meat, poultry, seafood, and game will be introduced. This includes moist, dry, and combination heat preparation methods as related to both classical and modern methods of preparation of dishes.
- 3.3.4 CUL 112: Nutritional Cooking, 5-1.5-10.5 (Lecture/Discussion – Standard Lab)(Blended) (Effective 202210) – Course Description: This course will introduce skill and fundamental understanding of nutritional cookery. This is a hands-on laboratory course designed to develop applied knowledge, and skills in plant-based cookery, food and cooking as medicine, institutional menu planning, and dietary restrictions. A perspective on utilizing local foods in global cuisine will also be discussed and demonstrated. Potential careers and career pathways in institutional, nutritional, and lifestyle cooking will be understood and highlighted.
- 3.3.5 CUL 113: Food Business, 4-25-4.5 (Lecture/Discussion – Standard Lab)(Blended) (Effective 202210) – Course Description: This lecture and hands-on course will introduce students to business functions from food and hospitality industry perspectives. Students will learn about food industry career pathways, types of organizational structures and incorporation, and how to write a comprehensive

business plan, resume, cover letter, and other business documents. Further, students will grasp the functions of and develop their skills in marketing and sales, management, finance and accounting, and legal and ethics. This course will also allow students to implement their combined culinary and leadership skills in a lab/interactive setting.

- 3.3.6 CUL 221: Batch Cookery, 6-2-12 (Lecture/Discussion – Standard Lab)(Blended) (Effective 202210) – Course Description: Principles, procedures, and standards of quality in commercial and institutional styles of cooking will be covered in this course. Students will prepare entrees, soups, sandwiches, salads, and vegetables for the program’s open-to-the-public café to experience the time, pressure, and quality concerns of a production kitchen. Sustainable, seasonal, and local ingredient sourcing will be integrated into the recipes, preparation, and presentation of the food with a focus on healthy, nutritious global cuisines.
- 3.3.7 CUL 222: Restaurant Production, 6-2-12 9Lecture/Discussion – Standard Lab)(Blended) (Effective 202210) Course Description: This combination hands-on lab and lecture course will provide students with advanced training in an open-to-the-public a la carte restaurant. Students will train in the restaurant focusing on seasonal and local ingredient sourcing. Techniques in charcuterie, garde manger, and the techniques, tastes, and flavors of regional American cuisines will be presented with an emphasis on organization, preparation, execution, and service. Continuing training in preparing vegan and vegetarian recipes will be included.
- 3.3.8 CUL 223: Food Service Management, 5-1.5-10.5 (Lecture/Discussion – Standard Lab)(Blended) (Effective 202210) – Course Description: In this course students will learn food service management skills focusing on table-side service, supervisory skills, and menu analysis. Students will work together in an open-to-the-public restaurant, performing table service and table-side preparations. Dining room technologies and point of sales systems will be used throughout the course. Responsible alcohol service along with additional beverage training will be practiced. As a part of the course, students will prepare for ServSafe Alcohol certification.

Items 3.3.1 – 3.3.8 - C. Barrett and S. Hughes discussed the recommendation of adding the above listed courses to the program offerings noting these courses are built for block scheduling to help accommodate student schedules and scheduling of courses. Overall classes reduced from 24 to 17 helping the graduation rate. Prerequisites allow students to go from class to class pretty seamlessly. Course activations and inactivations are on a timeline to accommodate students on a degree path. K. Sparrow noted all classes need to be active for the new programs to be in effect. The AGF faculty and CUL faculty and advisory committee endorse these recommendations. After discussion it was MOVED, SECONDED, and CARRIED to endorse the recommendations as presented.

- 3.3.9 MATH 095: Math Foundations: Liberal Arts, 3-3-0 (Lecture/Discussion)(Online)(Blended) (Effective 202210) – Course Description: This co-requisite course is designed to be taken concurrently with MATH 115 as part of our Accelerated Matriculation Program (AMP) courses. Support will focus on numeracy, problem solving, algebraic reasoning, geometry concepts, financial literacy, and statistics concepts. Students will develop conceptual and procedural tools that support the use of key mathematical concepts in a variety of contexts.

N. Vendeville discussed the recommendation of adding MATH 095 to the course offerings noting this new course is a support class for students to get through MATH 115 and is a counselor placement only course. MATH 095 and MATH 115 will be taught by the same instructor. The MATH faculty endorse this recommendation. After discussion it was MOVED, SECONDED, and CARRIED to endorse the recommendation as presented.

3.4 Program Inactivations – None presented

3.5 Program Revisions

- 3.5.1 BP. CERT – Baking & Pastries Inactivate AGF 105 (-2 Credits) Remove CUL 130, 215 (- 5 Credits) Overall Credits: 37 to 30. (Effective 202210)
- 3.5.2 CAF: Culinary Arts Sustainable Food – Inactivate AGF 105/120/125/170/220/230/240/250 (- 32 Credits) Remove CUL 130/200 (-5 Credits Add AGF 212, CUL 101/111/112/113/221/222/223 (+ 40 Credits) Overall Credits: 64 to 67 Minimum. (Effective 202210)
- 3.5.3 CAF. CERT: Culinary Arts Sustainable Food Inactivate AGF 105, CUL 120/125/220/230 (-16 Credits); Remove CUL 106, WPE 130 (- 6 Credits); Add CUL 101/111/112/221 (+20 Credits) – Overall Credits: 34 to 32 (Effective 202210)

Items 3.5.1 – 3.5.3 – Program revisions reflect course inactivations (3.1.1 – 3.1.11) and the new courses (3.3.1 – 3.3.8) that go in their place. After discussion it was MOVED, SECONDED, and CARRIED to endorse the program revisions as presented. K. Sparrow reported course inactivations (3.1.1 – 3.1.11) will also affect the Sustainable Brewing AAS noting work on the Sustainable Brewing AAS is underway. After discussion it was MOVED, SECONDED, and CARRIED to endorse the program revisions as presented.

4. Other Business

- 4.1 C. Jbara provided the group with a brief update on credit/non-credit and other collaborations noting test piloting and quick turnaround offerings are welcomed. P. Eagan brought forward a recommendation to add Non-Credit Partners Update as a standing item on the Course & Curriculum agenda.
- 4.2 K. Sparrow reported the next Course and Curriculum deadline is November 20, 2020.

5. Next Meeting - December 11, 2020 at 1:00 p.m. via Zoom

6. Adjournment: - The meeting adjourned at 2:28 p.m.