# Assessment: Assessment Unit Planning

*Program Review 2014-15*

## YC - Culinary Arts Program Review

**Year Under Review :** 2014-15
**Type of Review:**
**Program Description :** A1. Do students have access to curriculum-specific and/or program-specific support services? If so, describe this service(s). If not, explain why.
Students have access to DSPS, ILP and EOP&S services.

A2. If services are available, how do they demonstrate an increase in student success?

Students have positive comments on the help and support provided by these programs. We currently do not have statistics outlining their success.

B3. How is current and previous program review data used to refine and improve program or department practices? In the last program review a recommendation was made that all courses be updated in Curricunet and to change repeatable courses into a series of classes. This was accomplished Spring 2013 semester by Robert Cabrero. Also there was a recommendation to hire a full time instructor for the main campus, to change the 10 month part time instructional assistant to full time positions. All of these requests have not been addressed.

**Executive Summary (Include a list of team members):** The Yuba College Culinary Program at the Main Campus in Marysville and the Lake Campus is a successful vocational program that has benefited greatly since its new facility. The program continues to place trained students in jobs. It is currently restructuring is course outlines and SLOs as it changes from the repeatable courses. The Yuba campus is in need of a full time instructor. The program sees growth opportunities in the direction of hospitality classes that could expand program. There are also growth opportunities in the short and weekend classes as well. This program offers an Associate of Science and a Certificate of Achievement with 21.5-24.5 units. Measure J has funded a separate facility at the Clear Lake Campus but no remodeling has ever taken place in Marysville.
**01IP. Department Goals (Click '?' for Prompt):** The Culinary Art Program is dedicated to providing students with the tolls and education to help provide our community with productive citizens. By placing 6-8 students a semester into the food service field we are giving the students an opportunity to reach their goals. We have had a great cultural diversity, not only ethnically, but also economically. All receive the best attention and support that we can offer in class and by Yuba College assisted programs. Our Program is currently designed, with summer programs, to allow the student to get their certificate in one year. We also encourage our student not only to complete the certification program but to strive to get their collegiate degree.
**02IP. Access to Support Services (Click '?' for Prompt):** -EOPS
**03IP. Follow up to question 02IP (Click '?' for Prompt):** We do not have DE at this time, but the services that are available from both the Marysville and Sutter campuses seem to meet the need of the students and are reliable.
**04IP. Degrees/Certificates (Click '?' for Prompt):** In the last four years we have had 29 students with an AA/AS degree and 50 with their Certificate or Completion. This is a total of 79. An average of approximately 20 a year.
**05IP. Improve Completion (Click '?' for Prompt):** The program is now structured to give the student the ability to ascertain their Certificate of Completion within one year by including summer classes. I am also working with Yuba College counselors to get students on track for completion.
**06IP. Course Outlines (Click '?' for Prompt):** This process was completed by the only Culinary Full time instructor in the past. I am reviewing the CORs and will update as needed.

**07IP. Collaboration (Click '?' for Prompt):** The Culinary Department works with DSPS and students with special needs. We also to training with ILP and EOP&S in cooking and sanitation skills. Training is done in a lecture and lab settings.
**08IP. Catalog Currency (Click '?' for Prompt):** The current catalog has correct information on SLO's class numbers and general information. However Curricunet still needs to be completed to show the change in some of the industries requirements.
**09IP. For CTE Programs Only (Click '?' for Prompt):** Industry trends across the board are extremely high for employ ability. It ranks in the top 5 locally and top 20 nationwide.
**10IP. DE Students (Click '?' for Prompt):** We do not offer DE courses at this time.
**11IP.Disproportionate Impact(Click '?' for Prompt):** Students that are financially challenge have trouble getting the necessary uniforms and equipment text requirements for Culinary classes. Ethnically and gender based we are balanced. With EOP&S and CARE helping single parents it should help more individuals accomplish their degrees.
**12IP. Mapping (Click '?' for Prompt):** Yes
**13IP. Course SLOs (Click '?' for Prompt):** Course SLO's have been updated, however there is no data to support how the improvements are effecting the students.
**14IP. Program SLOs (Click '?' for Prompt):** The program has adjusted to the new courses of Advanced Food Prep. and Advanced Restaurant Operations. These SLO's will have to be reviewed as Curricunet was recently updated.
**15IP. Professional Development (Click '?' for Prompt):** The Culinary Department has received new equipment and training in the technology available in our industry today. Students have been trained on Credit card management and equipment used by institutions and restaurants alike.
**16IP. Reflection (Click '?' for Prompt):** It is a work in progress as every semester we introduce new and valuable information to our students. The results will be students that can do a variety of tasks beyond just cooking to become, what I see as diverse and management material.
**Are you ready to submit your final program review?:** Yes

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# Program Recommendation: staffing

Make I.A. Position full time.
Full Time instructor Main campus

**Recommendation Priority:** 3. High Priority
**Year(s) Requested:** 2016-2017
**Request Date:** 10/05/2015
**Inactive Date:** 01/01/2017
**Supporting Evidence :** The main campus needs a full time instructor to help strengthen the program. The program would benefit from a department head. The current full time instructor is currently acting as the department head. I22. Does this program have adequate technical/clerical staff to support a high quality program? The Instructional Assistant position is currently a 10 month part time position. But with the completion of the new facility and the series of classes implemented this semester there are many tasks that need continual
oversight and implementation beyond the basic instructional duties. These tasks
include, but are not limited to: control and maintenance of instructional supplies, food items, and equipment; oversee appropriate records and inventories; order replacement items, food supplies, and equipment; assist students in proper procedures; provide clerical assistance in preparing, scoring, and recording student tests and assignments, attendance and grade records; assist students in managing the kitchen and dining facilities; provide vendor contact assistance as well as ordering follow-up. Having a second set of hands and eyes ensures a safe working environment and maintains a clean, sanitary, and orderly kitchen. During the classes that are split into a series the instructor is lecturing and running lab at the same time. A full time I.A. is needed to monitor the lab.

**Evaluation Plan:** "TBS"

## *Plan of Action*

# YC - Culinary Arts Program Review

**Staffing - Faculty -** The main campus needs a full time instructor to help strengthen the program. The program would benefit from a department head. The current full time instructor is currently acting as the department head. I22. Does this program have adequate technical/clerical staff to support a high quality program? The Instructional Assistant position is currently a 10 month part time position. But with the completion of the new facility and the series of classes implemented this semester there are many tasks that need continual
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(Active)

**Timeline/Responsible Party:** Please contact Robert Cabreros

**Perkins Eligible:** No

## Program Recommendation: Equipment and Technology

Culinary needs technology that would allow teaching via internet and without the use of a pull up projection screen. It slows down the ability of the instructors to adequately present a lecture with outdated equipment.

**Recommendation Priority:** 3. High Priority
**Year(s) Requested:** 2015-2016
**Request Date:** 11/30/2015
**Inactive Date:** 01/01/2017
**Supporting Evidence :** Equipment

F19. To what degree does your program or department have adequate and appropriate equipment (other equipment, not computers or IT related). The program does many catering both on campus and in the community. It is very difficult to do these catering without the proper equipment. Yuba College, President GH Javaheripour, this semester approved a greatly needed renovation of our equipment to bring us up to the industry standard.The other aspect of the culinary department is the breakage of dishes and the loss of silverware through normal operations. These we replaced through Foundation funds, but more is needed, as we can only serve approximately 120-140 people at this time.

**Evaluation Plan:** TBC

### *Plan of Action*

**Equipment -** Utilizing Perkins funds for new kitchen equipment. This funding was removed due lack of funds for the bond project. (Active)

**Budgetary Impact:** $7000.00
**Timeline/Responsible Party:** Immediately for use 2015-2006
**Perkins Eligible:** Yes
**YC - Location:** Yuba College - All

**Equipment -** More equipment is needed and due to the Culinary catering class and program we do many catering both on

campus and in the community. It is very difficult to do these catering without the proper equipment. Small wares and catering transportation containers need to be purchased if we can accommodate our ever increasing numbers of guests up to 650 to 700 by next year. (Active)

**Budgetary Impact:** $7000.00
**Timeline/Responsible Party:** Roy Hansen
**Perkins Eligible:** Yes
**YC - Location:** Marysville Campus

## Program Recommendation: My Micros Software

My Micros software program

**Recommendation Priority:** 2. Medium Priority
**Year(s) Requested:** 2013-2014
**Request Date:** 11/01/2013
**Supporting Evidence :** We currently use Micros as our point of sale system at the lake campus. The program could benefit by using My Micros software program. We are now teaching a series of classes in our core classes. Our second semester students could benefit from the valuable statistics and information provided by this program. The students plan and prepare a weekly menu. The program would analyze the food and labor cost in real time providing up to date information to help them determine the success of their weekly menu. The program has a $500.00 annual fee
**Evaluation Plan:** TBC

### *Plan of Action*

**Equipment -** We currently use Micros as our point of sale system at the lake campus. The program could benefit by using My Micros software program. We are now teaching a series of classes in our core classes. Our second semester students could benefit from the valuable statistics and information provided by this program. The students plan and prepare a weekly menu. The program would analyze the food and labor cost in real time providing up to date information to help them determine the success of their weekly menu. The program has a $500.00 annual fee. (Active)

**Budgetary Impact:** $500. Annually
**Timeline/Responsible Party:** Robert Cabreros
**Perkins Eligible:** Yes