



**Instructional Program Review – Annual Update  
2020**

Date:	May 25, 2020
Program and Department:	Culinary Arts & Management – Applied Behavioral Studies
CTE Program?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Additional programs included in this review:	
Date of last comprehensive review:	2014-2015 (Robert Weir)
Submitted By:	Ron Lovell
Attachments (* as needed):	<input type="checkbox"/> 6-year assessment plan – All programs, when applicable <input type="checkbox"/> 2-year scheduling plan <input type="checkbox"/> Justification for Resource Requests (if needed)

*Due to the COVID-19 Pandemic, traditional Program Review has been suspended in order to refocus faculty on Emergency Remote Teaching. Instead, this modified version of the Annual Update will be used—Comprehensive Program Reviews have been pushed to the next regular semester of instruction.*

Please Refer to last year’s Annual Update/Program Review and only make updates to the following fields if they have changed/justify a new program resource need.

**I. Alignment of the Program with the AHC Mission**

**AHC Mission: Allan Hancock College provides quality educational opportunities that enhance student learning and the creative, intellectual, cultural, and economic vitality of our diverse community.**

a. Have there been any changes that would require a change to your Program Mission?

No change.

b. Explain how your program mission aligns with the college mission.

The college mission and values can be found here: <https://www.hancockcollege.edu/about/mission.php>

Our Culinary Arts & Management program now offers an Associate’s in Science degree for students who wish to complete a more comprehensive study.

**II. Student Success, Program Accessibility and Program Capacity**

\*NO data analysis required this year.

- a. Describe how the program works to promote student success (completions job placement, transfer). Include teaching innovations and use of academic and student support.

We have had annual Advisory Board meetings with various industry representatives to solidify relationships that lead to student employment during and after their education at AHC.

- b. List any notable accomplishments of the program (student awards, honors, or scholarships can be listed here also)

Students have transferred to Cal Poly San Luis Obispo and Pomona, Fresno State and others. They have also secured employment throughout the industry on the Central Coast and throughout California.

### III. Quality and Innovation in the Program and Curriculum Review

- a. Are you on track in your assessment plan for course and program SLOs? If not, please explain why.

We have re-evaluated the program SLO's and piloted a new system this year in coordination with the Learning Outcomes and Assessment Committee (LOAC). Data collection for 2020-2021 will begin this fall.

- b. Have you shared your assessments or improvement plans with your department, program or advisory committee? If so, what actions resulted? If not, how do you plan to do so in the future?

We have had three program meetings with full and part-time faculty and one advisory board meeting to discuss. Meeting agenda and attendance available here:

[https://hancockcollege-my.sharepoint.com/:w/g/personal/rlovell\\_hancockcollege\\_edu/EbP0WBMCmnpCnraVlbiGd-cBX4FnXrPsKaZQpNXe0MJzGQ?e=hsMn3q](https://hancockcollege-my.sharepoint.com/:w/g/personal/rlovell_hancockcollege_edu/EbP0WBMCmnpCnraVlbiGd-cBX4FnXrPsKaZQpNXe0MJzGQ?e=hsMn3q)

- c. Did any of section, course or program improvement plans indicate that your program would benefit from specific resources in order to support student learning and/or faculty development? If so, please explain.

We have adequate resources for the next year 2020-2021, but will need additional funding to replace older equipment in calendar year 2021-2022. The specific items and associated cost will be detailed in our Comprehensive Program Review 2020-2021.

- d. In reviewing your outcomes and assessments have you identified any and all that indicate a modification should be made to the course outline, the student learning outcomes or the program outcomes? Please state what modifications you will be making.

With our new AS degree available this fall, we will track students that have Culinary Arts & Management as a declared major. We would like to find out how many students attempt and complete the degree.

- e. Have all course outlines been reviewed within the last 5 years? If not, please explain the plan to bring course outlines up to date and include timelines for the review and submission to AP&P.

We have reviewed course and program outlines and feel they are appropriate.

- f. For **CTE courses/programs only**, as per §55003, have prerequisites, corequisites and advisories (PCAs) for courses and/or programs been reviewed within the last 2 years?

We have reviewed (PCAs) and may edit them once we have adequate enrollment. Some cooking related courses would benefit from a prerequisite such as CA 124 Safety, Sanitation and Equipment according to PT faculty. We completed a Degree Path for the AS degree in collaboration with the full and PT faculty and Guided Pathways team to address this issue. This can be viewed here: [https://hancockcollege-my.sharepoint.com/:b:/g/personal/rlovell\\_hancockcollege\\_edu/EeGR278P5UNCpjpg2PkMij4BvjAQsVFpyVeXvZcZ-IST8g?e=zXru4n](https://hancockcollege-my.sharepoint.com/:b:/g/personal/rlovell_hancockcollege_edu/EeGR278P5UNCpjpg2PkMij4BvjAQsVFpyVeXvZcZ-IST8g?e=zXru4n)

#### **IV. Focus and Engagement of the Program**

- a. Summarize major trends and opportunities as well as challenges that have emerged in the program

Recent wage trends have seen significant employment and wage increases. Our program is focusing on the sectors that show a “bright outlook” with growth (pre COVID-19) as growing much faster than average.

<https://www.onetonline.org/find/industry?i=72&g=Go>

Our industry is forecasted to grow by 24-36% according to the EDD. Document here:

[https://hancockcollege-my.sharepoint.com/:b:/g/personal/rlovell\\_hancockcollege\\_edu/EeRUUa-jGCpMvxokyY\\_dLMsBLcxTuUggvjRL7QhjmE1\\_UQ?e=uFYsSf](https://hancockcollege-my.sharepoint.com/:b:/g/personal/rlovell_hancockcollege_edu/EeRUUa-jGCpMvxokyY_dLMsBLcxTuUggvjRL7QhjmE1_UQ?e=uFYsSf)

The current COVID19 pandemic has interrupted our industry drastically. At the writing of this update, the full effect of the pandemic is not fully known. The Fall 2020 schedule of classes for Culinary Arts & Management was modified to accommodate DL and ERT modality, but we will need to meet face-to-face in spring in order to keep students on track to complete the degree. In spring, we will add more cooking classes and fewer management classes based on demand.

- b. List any (internal or external) conditions that have influenced the program in the past year.

Our program has seen decreased enrollment over the past few years. We feel this can be attributed to several factors:

1. Historically low unemployment in the Hospitality sector reduces the number of active students. They can generally find plenty of employment.
2. Reduction in high school CTE programs, specifically Culinary/Hospitality. This has changed in the past few years, and the Santa Maria Joint Union High School District is opening a new AG/Culinary facility next year. Arroyo Grande High and Pioneer Valley High has also seen growth in their Culinary Programs. These positive changes should positively impact our program in the next two years.
3. Very little outreach was done with industry and high school FCS programs. We have begun expanding this effort.

We have also focused the past year on Cooperative Work Experience (CWE) in order to encourage students to work part-time in the hospitality industry. This year we have had 11 students complete the CWE 149 course.

The COVID19 pandemic forced us to end face-to-face teaching and adapt to Emergency Remote Teaching (ERT). As coordinator, I used my 12 years' experience teaching DL classes to assist the PT instructors to transition the spring courses in order to allow students to complete. We retained over 90% of the students.

Food Insecurity among the student population has prompted our program to look at ways we may be able to help alleviate this issue. We have partnered with Food Science & Nutrition, Agriculture and Student Services to find ways we may be able to help. By coordinating some of the cooking classes with meal preparation for at-risk students we see a win-win partnership. We will look at launching a coordinated effort in spring if we are allowed to hold face-to-face cooking classes again.

**Data for Program with Vocational TOP Codes (CTE):**

[http://www.hancockcollege.edu/institutional\\_effectiveness/reports.php](http://www.hancockcollege.edu/institutional_effectiveness/reports.php)

Please review the data and comment on any trends.

c. Current industry employment and wage data (please cite sources)

Hospitality industry forecast shows steady growth, but the COVID-19 pandemic effect is unknown.

<http://www.labormarketinfo.edd.ca.gov/OccGuides/FastGrowingOcc.aspx>

<https://www.onetonline.org/find/industry?i=72&g=Go>

d. Industry employment and wage trends

Minimum wage is scheduled to increase annually until 2023 when it will be \$15 per hour. Tipped and entry level wages in hospitality start at minimum with steady increases with experience.

<https://www.onetonline.org/find/industry?i=72&g=Go>

e. TOP code employment CORE indicator report

130600 – Nutrition, Foods and Culinary Arts

[https://misweb.cccco.edu/perkins/Core\\_Indicator\\_Reports/Summ\\_CoreIndi\\_TOPCode.aspx#Pa06efc14dcff459dab9044b9059cdc26\\_4\\_118iTOR9R0x4](https://misweb.cccco.edu/perkins/Core_Indicator_Reports/Summ_CoreIndi_TOPCode.aspx#Pa06efc14dcff459dab9044b9059cdc26_4_118iTOR9R0x4)

	Core 1 Skill Attainment	Core 2 Completion	Core 3 Persistence	Core 4 Employment	Core 5a NT Participation	Core 5b NT Completion		
<b>1306</b> NUTRITION, FOODS, AND CULINARY ARTS	97.10	93.33	97.10	80.00	39.13	53.57		
<b>130600</b> NUTRITION, FOODS, AND CULINARY ARTS			96.88	92.00	96.88	100.00	34.38	43.48
<b>130630</b> CULINARY ARTS			100.00	100.00	100.00	50.00	100.00	100.00
<input checked="" type="checkbox"/> <b>1307</b> HOSPITALITY			75.00	100.00	100.00	75.00		
<b>130710</b> RESTAURANT AND FOOD SERVICES AND MANAGEMENT			75.00	100.00	100.00	75.00		

f. Advisory committee recommendations

1. Implement and promote AS Degree Culinary Arts & Management.
2. Improve student soft skills; communication, social interaction, follow-up, teamwork.
3. Improve student skills in math, English, grammar, computer basics.
4. Develop Cooperative Work Experience (CWE) with industry partners.
5. Actively partner with area high school culinary and hospitality programs.

NOTES FROM MEETING NOVEMBER 2019

[https://hancockcollege-my.sharepoint.com/:w:/g/personal/rlovell\\_hancockcollege\\_edu/EbP0WBMCmnpCnrvlbiGd-cBX4FnXrPsKaZQpNXe0MJzGQ?e=rfKA8a](https://hancockcollege-my.sharepoint.com/:w:/g/personal/rlovell_hancockcollege_edu/EbP0WBMCmnpCnrvlbiGd-cBX4FnXrPsKaZQpNXe0MJzGQ?e=rfKA8a)

**V. Continuous Improvement of the Program**

a. Status of Final Plan of Action – Post Validation

Summarize the progress made on the recommendations from your last comprehensive program review plan of action

PLAN OF ACTION	ACTION TAKEN/RESULT AND STATUS
AS Degree Culinary Arts	AS Degree ready for 2020/2021
Renovation/Build-out	No action. Not needed with current enrollment
AS Degree Hospitality Management	Bundled with AS Culinary Arts & Management

b. List any new resources that the program received in the past year and the results

Source	Specific Resource	Est. Amount \$	Impact on program or course outcomes
Grant	Strong Workforce	\$8500	Allowed all students to begin program with coats and knife kits (\$300 value)
Grant	CalRecycle	\$12,000	Partnered with FSN to purchase catering equipment and storage/off-site cooking trailer.
Donation	Culinary Student	\$25,000	Funds held at AHC Foundation earmarked for expansion of program. We used about \$2,500 for catering equipment.
Industry	Cracker Barrel	\$10,000	Student scholarships. No submissions yet.

c. List any new or modified recommendations below, including rationale for these in the table.

Program Improvement Plan (Program, Priority Number, year)	Anticipated Outcome (Goal)	Program Goal Status (Indicate if this goal is ongoing from a previous Annual Or Comprehensive Program Review or new this year).	Alignment to Strategic Directions and planning goals (see "Alignment to Strategic Directions" Attached	Activities	Justification (Evidence of need)	Resource Request (From table Below)	Anticipated Completion Date or On-going
1. 2020-2021	Increase enrollment	Ongoing	Allow courses without cancellations	Follow-up with counseling, outreach	We need to fill classes to avoid cancellations	Marketing budget	On-going

2. 2020-2021	Increase number of declared majors	New this year	With new AS degree, this will align students with our specific program	Meetings with counseling, outreach with high schools	With no AA/AS degree associated with program, we had few declared majors	Marketing budget	On-going
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d. Summary of request for resources. Please list the type of request (facility, technology, staffing, equipment, other) and rank their priority.

Resource Requests (Program, RRR year)	Item	Program Goal	Type	One-time cost	On-going cost (per fiscal year)	Anticipated Completion Date or On-going
Culinary Arts & Management, 2020-2021	Marketing	Increase enrollment	Budget allocation	\$2,000	\$2,000	On-going
Culinary Arts & Management, 2020-2021	Equipment maintenance or replacement	Safety and prepare for increased enrollment	Budget allocation	\$3,200	\$2,500	On-going