# HRCM Advisory Committee Meeting

Meeting Minutes
April 23, 2020

**Opening**

The regular meeting of the HRCM Advisory Committee was called to order at 10:00am on April 23, 2020 via Zoom Conference by Christian Raia.

**Present**

Christian Raia, Roxana Bojorge, Nicole Gomez, Sergio Lara, Shea Wafford, Steven Chavez, Tracy Harold, Vincent Uribe, Darren Hill, David Valenzuela (cell), George Quilty, Edgar Torres, Kit Maddox, Ramses DeLaO, Azucena Dominguez

**Approval of Agenda**

The agenda was unanimously approved as distributed.

**Approval of Minutes**

The minutes of the previous meeting were unanimously approved as distributed.

**New Business**

1. Current purchases for the program
   - Lottery Dollars/CTE money spent on the following: beverage management equipment, baking equipment, piping bags, scales, heat lamps for plate presentation aesthetics, portable casino tables
   - Faculty for working on the redesign
2. Updates on remote access
   - Only program that has lecture capture and currently working on it
   - Different platforms to deliver their contextualized exercises and to grade immediately live
   - Reach out to industry partners once it goes live for them to sit in for a demo
3. Budgets
   - On a $40,000 academic year budget
   - $20,000 total for the courses taught every semester (18-26 courses)
   - $10,000 total for all 9-week courses (9-13 courses)
   - Moved away from event profits
4. Graduation numbers
   - This coming 2020 graduation, the HRCM department will have four (4) people with AA degrees and 30 total certifications awarded

- All petitions for degrees/certifications are being submitted electronically now, success rates are finally being recorded, and have improved
- Counselors have been helpful

5. Industry partnerships
- Defined that everyone at the meeting is an industry partner
- 60-75 hospitality industry businesses, non-profits, retail outlets, F&B, bar, delivery systems, event planners, travel planners, etc.
- Discussed building better relationships and quality advisement
- Assist in putting students in jobs

6. CSLO Assignment
- Grade on performance and growth level as well as attaching a SCLO
- Discussed rubrics and mastery gradebooks
- 89-92% Proficiency
- Helps identify the gaps with student proficiency
- Assess over and over until the student hits "Mastery" level
- Discussed how CSLO's are assesses, how data is compiled, and how data is used to improve student success

7. Curriculum redesign
- Staff presented the new curriculum plans as follows:

| Beginning Culinary (17 units)<br><br>*Step 1 of Chef Apprentice* | CUL 001<br>CUL 003<br>CUL 007<br>CUL 052<br>HRCM 001<br>HRCM 012 | COA | Introduction to Hospitality (17 units)<br><br>*Step 1 of HRCM AA* | CUL 003<br>CUL 058<br>HRCM 001<br>HRCM 004<br>HRCM 008<br>HRCM 012 | COA |
|---|---|---|---|---|---|
| Advanced Culinary (21 units)<br><br>*Step 2 of Chef Apprentice* | CUL 056<br>CUL 057<br>CUL 058<br>CUL 064<br>HRCM 006<br>HRCM 007<br>HRCM 008 | COA | Advanced Hospitality Management (21 units)<br><br><br><br>*Step 2 of HRCM AA* | BUS 001A<br>CIS 007<br>CUL 004<br>HRCM 003<br>HRCM 009<br>HRCM 015X<br>HRCM 060 | COA |
| Chef Apprentice (38 units) | CUL 001<br>CUL 003<br>CUL 007<br>CUL 052<br>CUL 056<br>CUL 057<br>CUL 058<br>CUL 064<br>CUL 067<br>HRCM 005<br>HRCM 007<br>HRCM 008<br>HRCM 012<br>HRCM 015X | COA | Hotel, Restaurant and Casino Management (38 units) | BUS 001A<br>CIS 007<br>CUL 003<br>CUL 004<br>CUL 058<br>HRCM 001<br>HRCM 003<br>HRCM 004<br>HRCM 008<br>HRCM 009<br>HRCM 012<br>HRCM 015X<br>HRCM 060 | AA |
| Beverage Management (17 units) | CUL 002<br>CUL 003<br>CUL 057<br>CUL 066<br>HRCM 001<br>HRCM 012<br>HRCM 015X | COA | Pastry and Baking Arts (18 units) | CUL 001<br>CUL 003<br>CUL 051<br>CUL 052<br>CUL 064<br>HRCM 001<br>HRCM 015X | COA |
| Hospitality Management AS-T | | AS-T | | | |

- Discussed unit changes, new coding and CID
- Went over old, new, and status of new courses
- Courses consolidated into HRCM courses
- Discussed transfer courses and transfer degree
- On the second read and feeling very positive about it
- Discussed new certificates and new options students will have
- Talked about inactive courses and 5-year reviews
- They have been embedded into other courses or renamed
- Discussed new state accredited certifications
- Discussed Chef Apprentice Certification
- Looking for more cost controls and management courses
- Recommend by previous advisory committee
- Minor changes but mostly stayed the same
- Discussed redesign launch to be in the FALL and answered questions

**ACTION:**     Motion to approve curriculum changes:
                **FIRST:** Edgar Torres, Edgar Torres Winery
                **SECOND**: Roxana Bojorge, WHCL
                *Motion Passed*

## Agenda for Next Meeting

The next meeting will be in the FALL 2020 semester via Zoom conference.

**Adjournment**
Meeting was adjourned at 11:00 a.m. by Christian Raia

Minutes submitted by:     Roxana Bojorge

Approved by:               Christian Raia