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**Columbia College Hospitality Management**

**Advisory Committee Meeting Minutes**

**Tuesday, November 6th, 2018**

**10:00am – 2:30 pm**

**LOCATION**

Black Oak Casino Resort

**Attendees**

Maaika Albertsen, Columbia College Hospitality Student, **(Current Student)**

Ronaldo Pascual, General Manager, The Hotel at Black Oak Casino Resort **(Adjunct & Hotel Industry)**

Ed Wickman, Executive Director of Hospitality, Black Oak Casino Resort **(F & B Industry)**

Gloria Marler, Food Service Specialist, Columbia College **(Recent Graduate)**

Dr. Klaus Tenbergen, Dean of CTE & Economic Development, Columbia College **(Dean)**

**Representative)**

Marcus Whisenant, Hospitality Management Full Time Instructor, Columbia College

Don Dickinson CEC, CCA, AAC, Hospitality Management Coordinator and Instructor, Columbia College **(Program Coordinator/Instructor)**

Jake Lucido, Executive Chef, Black Oak Casino Resort

Adam Malloy, Director of Human Resources, Black Oak Casino Resort

Vince Roos, Deputy Sector Navigator of Retail, Hospitality, and Tourism

Matt Dunn, Intern Program Coordinator, Rush Creek/Evergreen Lodges

Jason Romano, Hospitality Management Instructional Support Specialist, Columbia College

Kim Kristianson Lee, Industry Representative, Black Oak Casino Resort

Jen Bick, Columbia College Apprenticeship Program, staff

Kaitlyn Hanson, Columbia College Apprenticeship Program, staff

**AGENDA**

1. Welcome and Introductions
   1. Don Dickinson
2. Columbia College Culinary Club Report
   1. Maaika Albertsen (Vice President)
      1. Mini grant application filed
         1. ACF memberships for students
         2. Field trips
      2. The club earned $500 helping with HECT High School Culinary Teacher Training
      3. Tips from the Cellar Bistro donated to club- $436 so far this semester
      4. Bylaws meeting Tuesday
      5. Chili cook off in Murphy this past May 5th was won by the club
         1. Club intends on attending again in 2019
      6. The Club is going to compete in the ACF Gingerbread House Challenge
      7. The Club currently has $1,600 in the treasury
   2. Advisory Comments
      1. This is a valuable tool for the students- Ronaldo Pascual
      2. We need to encourage all Hospitality Students to join- Matt Dunn
      3. Attendance and participation are currently struggles- Alayna Williams
3. ACFEF Report
   1. Annual Report is due Jan 1 – May 1 2019
   2. Marcus and Don are working on it
4. ACFEF Skills & Competencies Update
   1. Marcus and Don are further developing the checklists for classes
5. Skills Development Training
   1. Is scheduled for later today
6. Curriculum Update/Input
   1. 17 courses on Curriculum Committee agenda this month
   2. 13 Programs (Awards) on Curriculum Committee agenda this month
   3. MJC Bakery Certificate – Tentative for summer 2019
   4. New supervisory level certificate is suggested to align with Guided Pathways goals
      1. Don Dickinson suggests to the committee that a new Certificate of Achievement in “Hospitality Supervision” be approved in order to bridge the gap between entry level certificates and the management intent of the degrees
      2. The certificate would be applicable to any of the pathways and include six basic classes for all and 2 pathway specific classes
      3. Specific comments
         1. Ed Wickman- It seems like a good idea to have the vertical integration of the pathway
         2. Jake Lucido- The various levels of employment being represented by different levels of certificates seems like a great idea. However make sure they know they need experience as well.
         3. Matt Dunn- Degree graduates expect management jobs, so this gives a good intermediate level goal.
         4. Marcus Whisenant- It gives them a starting point and a way to work their way up.
         5. Adam Malloy- The certificates would be valuable moving forward.
      4. Consensus is that the certificates can be valuable to students. Employers will benefit as well through the differentiation of expected competence levels.
7. Equipment Update
   1. Cotton Candy Machine for events- Used on 50th anniversary picnic
   2. New AV Tech for televised courses
   3. AV for lab still in progress
   4. Gelato Machine- Delivered but electrical still in progress
   5. Dough Sheeter- Ordered
   6. Salami Curing Cabinet- Ordered
8. Student Recruitment
   1. Fall numbers better than last two years
      1. Partially due to the Columbia College Promise Scholarship
   2. HECT professional development for High School Culinary Instructors was this weekend. 4 new teachers interested in articulations and tours for their students
9. Graduation
   1. Last year 1 graduate
   2. So far this year 7 petitions to graduate
      1. Cleared pathways suggested by this group seem to be helping students navigate to graduation
10. Placement
    1. Last year’s one graduate working in supervisory role
    2. Many job postings
    3. All students seeming interested in jobs placed
11. Externship/Work Experience Changes
    1. Changing from Externship to Capstone
       1. Will be more accessible to students in remote areas
    2. Classroom segment online
       1. Resume, cover letter, industry trends
       2. Plus work experience
12. Funding
    1. Dr. Klaus Tenbergen reports all funding sources are continuing
13. Department Changes
    1. The addition of a second full-time instructor was presented and accepted
    2. From a large pool of candidates three interviews were conducted
    3. Marcus Whisenant (previously adjunct) was selected and is now full-time
       1. Both this group and the ACF team have made the recommendation for more full-time/adjunct in the past. This change is expected to strengthen the instruction and consistency in the program
    4. Don Dickinson announces the goal of making all lectures online as an option so even the face-to-face students do not have to come to campus as often. This could enable students to take more units around work and personal schedules. It would allow the apprentice locations to start people at any point and work through the required classes with distance labs.
       1. Committee input
          1. Adam Maloy- That model could work for us. It helps to maintain our relationship with the college. Remote learning makes a lot of sense in our rural area. The one danger I see is loos of social skills/interaction. Maybe they could have some video assignments so they still have to be in front of others.
          2. Ronaldo Pascual- It will help make the apprenticeship sustainable
          3. Jake Lucido- In addition we could use more help on the skills checklists.
          4. Matt Dunn- Asynchronous online works best for us so scheduling is easier. Remote learning could be huge for us as far away from campus as we are. The online lab/skills list needs development.
          5. Gloria Marler- I think online is critical to success in our area. This is a good direction.
          6. Maaika Albertsen- Online is a great idea. It will help us work school into the rest of our lives.
          7. Marcus Whisenant-With this anyone can take our classes and help the program stay full. It seem to be the way things are trending.
14. Industry Needs Input
    1. Jake Lucido- We need more staff. Please have students apply
    2. Matt Dunn- Generational and societal changes are making finding reliable candidates more difficult
    3. Adam Malloy- The Apprenticeship program has been successful for us. Many are climbing into management roles
    4. Ed Wickman- Technical skills are secondary. Try to develop passion and common sense
    5. Vince Roos- What we hear is that there is not much of a skills need with mew employees, but the critical thinking and problem solving are key areas to focus on. People skills need work as well.
    6. Gloria Marler- I think the curriculum changes have been very positive. What I need most in employees is time management skills.
15. Examples of Major Suggestions and Results
    1. Discussion of past Advisory Committee input and outcomes included some significant changes to the program based on the suggestions.
       1. Program Streamlining
       2. Second full-time position
       3. Work towards sustainable apprenticeship

Respectfully submitted,

**Don Dickinson CEC, CCA, AAC**

Instructor & Program Coordinator of Hospitality Management

Columbia College

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