**Culinary Advisory Committee Meeting Minutes (Zoom) DATE: September 23, 2021**

**Invited -** Joshua Orlando, David Avalos, Richard Gabriel, Robert Baradaran, Maria Sanjuro-Casado, Dawn Martin, Thea Quigley, Ron Westin, Jamil Dada, Donna Shulte, Robert Grider, Joye Cantrell, Robert Sevaly, Daragh Matheson, Mark Porter, Rodney Couch, Tom Donahue, Tony Salazar, Michael Reyes, Nick Mugridge, Shari Yates, Meriel Anderson-McDade, Miguel Jaimes

**In Attendance:**

David Avalos, Richard Gabriel, Robert Baradaran, Maria Sanjuro-Casado, Ron Westin, Jamil Dada, Donna Shulte, Joye Cantrell, Mark Porter, Tom Donahue, Harold Lovitt, T. Suthren

**Not in Attendance:**

Joshua Orlando, Dawn Martin, Thea Quigley, Robert Grider, Robert Sevaly, Daragh Matheson, Rodney Couch, Tony Salazar, Michael Reyes, Shari Yates, Meriel Anderson-McDade, Miguel Jaimes

Please let me know if I missed anyone……

**Meeting Start Time**: 4:30PM

**Meeting End time:** 5:15PM

**CALL TO ORDER/OPENING REMARKS**

Todays meeting is to review briefly the approved changes to the culinary program at the last meeting and to approve new changes to the culinary academy’s program.

**APPROVAL OF THE MINUTES FROM (June 20, 2020)**

**Motion:** To approve the minutes of (June 20, 2020) as circulated (or AMENDED)

**Motion By: Jamil Dada**

**Seconded By: Tom Donahue**

**ADDITIONS OR OBJECTIONS TO THE AGENDA**

Additional items to bring to the Chair’s attention and have added to the agenda or to be added to the next meeting’s agenda.

**Carried X Defeated**

**ITEMS TO BE DISCUSSED**

**Pervious meeting approvals – (June 15, 2020)**

1. Need committee’s approval to modify program. Need to remove option to take culinary 22 (Cake Decorating). Need to require that students only take culinary 20 (Fundamentals of Baking) in order to satisfy new accreditation process. **Approved**
2. Request approval from the advisory committee to offer distance education within our culinary program all day Monday only during the Fall 2020 semester. **Approved**
3. Nutrition (KIN 4) and Management (MAG 56) were added to the program requirements. Any student entering the program starting Winter 2021 will follow the new requirements. Any student who started the program prior to Summer 2020 has catalog rights to the old version of the program. **Approved**

**Current culinary program includes the following courses:**

**Credit Degree and Certificate UNITS**

Culinary 36 – Intro. To Culinary Arts 8

Culinary 37 – Intermediate Culinary Arts 8

Culinary 38 – Advanced Culinary Arts 8

Culinary 20 - Fundamentals of Baking 2

KIN 4 - Nutrition 3

MAG 56 - Human Relations Management 3

Total 32 Units

**Request from advisory committee for approval -**

1. The culinary faculty would like to create a new certificate program that includes the following courses:

**Certificate UNITS**

Culinary 36 – Intro. To Culinary Arts 8

Culinary 37 – Intermediate Culinary Arts 8

Culinary 38 – Advanced Culinary Arts 8

**APPROVAL OF THE new culinary arts certificate**

**Motion:** To approve the certificate

**Motion By: Jamil Dada**

**Seconded By: Tom Donahue**

**ADDITIONS OR OBJECTIONS TO THE AGENDA**

Additional items to bring to the Chair’s attention and have added to the agenda or to be added to the next meeting’s agenda.

**Carried X Defeated**

1. The culinary faculty would like to create an Associate Degree for Transfer in Hospitality Management that includes the following courses:

**Degree UNITS**

Introduction to Hospitality 3 Required Core

Sanitation & Safety 3

Hospitality Cost Control 3

Introduction to Food and Beverage Management 3

Financial Accounting 3

Introduction to Statistics 3

**18 units**

**APPROVAL OF THE** Associate Degree for Transfer in Hospitality Management

**Motion:** To approve the Degree for Transfer

**Motion By: Jamil Dada**

**Seconded By: Tom Donahue**

**ADDITIONS OR OBJECTIONS TO THE AGENDA**

Additional items to bring to the Chair’s attention and have added to the agenda or to be added to the next meeting’s agenda.

**Carried X Defeated**

1. The faculty has created new Dietary Baking course (Culinary 48) and will need your approval to meet state requirements.

**APPROVAL OF THE** Dietary Baking Course

**Motion:** To approve the Dietary Baking Course

**Motion By: Jamil Dada**

**Seconded By: Tom Donahue**

**ADDITIONS OR OBJECTIONS TO THE AGENDA**

Additional items to bring to the Chair’s attention and have added to the agenda or to be added to the next meeting’s agenda.

**Carried X Defeated**

1. An error was found in the catalogue showing only 297 lab ours for the culinary program. Total required hour’s needs to be 307. We are requesting your approval to change it back to 307. Currently it is possible to have more lab hours than 297 and keep the course at 8 units as long as the added lab hours don’t push the unit calculation past 8.25 units. 307 lab hours only pushes the unit calculation to 8.19; nevertheless, we wish to correct the error.

**APPROVAL OF THE** culinary lab hoursback to 307

**Motion:** culinary lab hoursback to 307

**Motion By: Jamil Dada**

**Seconded By: Tom Donahue**

**ADDITIONS OR OBJECTIONS TO THE AGENDA**

Additional items to bring to the Chair’s attention and have added to the agenda or to be added to the next meeting’s agenda.

**Carried X Defeated**

**This concludes our meeting for the year. If you have any questions or concerns about the culinary academy please let us know so we can discuss.**

1. There was a suggestion that we have at least two meetings a year. The committee approved this request. Our next meeting will be in the early spring of 2022.

**Meeting Adjourned**