

**Career Education Advisory Board Minutes  
College of the Canyons – Culinary Arts  
5/2/2019  
William S. Hart Union High School District**

NAMES/ TITLES OF ADVISORY COMMITTEE MEMBERS	Name of Company, Business, College, High School and Title	Email Address	Telephone Number	ATTENDANCE Present or Absent
<b>Chair</b>				
<b>Business Partners including Industry, Non-Profit and Community Based Organizations</b>				
Kathleen Hanson	Marketing Associate / Kai Gourmet	kathleen@kaigourmet.com		
Pierre LePrince	Princess Cruises	pleprince@princesscruises.com		
Mandy Meeks	Junction	mandylmeeks@gmail.com		
Joe Ramboldt	Marketing Associate / Jordanos	jramboldt@jordanos.com		
Todd Wilson	Feed SCV	todd@feedscv.org		
<b>Program Chair</b> Cindy Scwanke	COC Department Chair / Culinary Arts	Cindy.schwanke@canyons.edu		
<b>Dean</b>				
<b>4-year college discipline instructor(s)</b>				
<b>Student Representative(s)</b>				
<b>K12 discipline instructor(s)</b>				
<b>Jill Butler</b>	Teacher / Hart District	jbutler@hartdistrict.org		
<b>Chelsey Griffin</b>	Teacher / Hart District	cgriffin@hartdistrict.org		
<b>Melinda Moore</b>	Teacher / Hart District	mmoore@hartdistrict.org		
<b>Nicole Rehmann</b>	Teacher / Hart District	narteaga@hartdistrict.org		
<b>Kimberly Rojas</b>	Teacher / Hart District	krojas@hartdistrict.org		
<b>Melinda Wignal</b>	Culinary Arts Teacher / Valencia High School	mwignal@hartdistrict.org		

Discipline faculty				
<b>Daniel Otto</b>	Culinary Arts Faculty / COC	Daniel.otto@canyons.edu		
<b>Dimaggio Washington</b>	Wine Studies Program Faculty / COC	Dimaggio.washington@canyons.edu		
Parent(s)				
Counselor(s)				
Staff				
Other guest(s)				
<b>Keri Aaver</b>	Director of Job Placement / COC	Keri.aaver@canyons.edu		
<b>Sue Buckley</b>	Career Development Coordinator / Hart School District	sbuckley@hartdistrict.org		
<b>Harriet Happel</b>	Dean of Career Education	Harriet.happel@canyons.edu		
<b>Jon Kolouch</b>	Instructional Lab Coordinator / COC	Jonathan.kolouch@canyons.edu		

## AGENDA

	Notes	ACTION
1. Welcome and Introductions (Director, Career and Technical Education) <ul style="list-style-type: none"> <li>1.1 Statement of Purpose</li> <li>1.2 Review/Approval of Minutes</li> </ul> <i>Motion to Approve the minutes of the last meeting by:</i> <i>Motion Seconded by:</i>	Meeting commenced: 5:10PM  Welcome and Introductions: All	
2. Review of Course Sequence <ul style="list-style-type: none"> <li>2.1 Hart District</li> <li>2.2 College of the Canyons</li> <li>2.3 CSU and UC Articulation</li> </ul>		
3. Current Status of Program (Advisory Board Chair): <ul style="list-style-type: none"> <li>3.1 Numbers of students               <ul style="list-style-type: none"> <li>▪ Special Population/Non Traditional Core Indicators (Perkins)</li> <li>▪ Reading proficiencies (Hart District)</li> </ul> </li> <li>3.2 Student success – completers</li> <li>3.3 Student success - employment</li> <li>3.4 Labor Market Analysis               <ul style="list-style-type: none"> <li>▪ Job Titles</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>- The members were given a tour of the new wine cellar on campus.</li> <li>- COC has their own Zinfandel wine.</li> <li>- The vines are from Paso Robles and grow between Valencia Blvd. and McBean Parkway.</li> <li>- Wine classes at COC are flourishing.</li> <li>- The program is starting a Beer 101 class with curriculum starting in the summer.</li> </ul>	

<ul style="list-style-type: none"> <li>▪ Median Living Wage</li> <li>▪ Validated Need for Training</li> </ul> <p>3.5 Industry Certification (if applicable)</p> <p>3.6 Program Accomplishments</p>	<ul style="list-style-type: none"> <li>- Wine produced on campus will be served at meetings and events on campus.</li> <li>- There are almost three hundred students in the Culinary Arts program.</li> <li>- Kathleen Hanson, the Marketing Associate from Kai Gourmet, shares about sustainable sea food and the health benefits of eating fish.</li> <li>- Kai Gourmet does fish but also brings gourmet food from around the world that is eighty Five percent sustainable.</li> <li>- It is important to find good farmed fish for sustainability.</li> <li>- Sustainability is constantly evolving.</li> <li>- Integrated Multi-Trophic Aquaculture is being used to keep farm fish sustainable.</li> <li>- The Tasmanian Ocean Trout and Ora King salmon are ASC certified sustainable.</li> <li>- It costs a lot of money to get a product ASC certified.</li> <li>- Monterey Bay Aquarium is the recommendation for certification. They will deflect to ASC and MSC certification.</li> <li>- Consumers should support farm fish as long as it is not Chilean farmed or fish that is farmed in a bad way.</li> <li>- It is important for students and restaurant wait staff to be educated on sea food sustainability.</li> <li>- Best Aquaculture Practice (BAP) is another certification</li> <li>- Certifications are good for four years and then need to be re-evaluated.</li> <li>- The NOAA website shows all the USA sustainable sea food.</li> </ul>	
<p>4. Industry</p> <p>4.1 Review Required Skills for Competency:</p> <ul style="list-style-type: none"> <li>▪ Do the program completers meet the current industry standard or industry need?</li> <li>▪ What curriculum modifications would you suggest to meet skill gaps?</li> <li>▪ Review of Assessment Procedures</li> <li>▪ What equipment/ facility needs can you identify that would better prepare students to enter your field?</li> </ul>	<ul style="list-style-type: none"> <li>- Program Chair Adam Bokal discusses industry trends.</li> <li>- Alternative proteins continue to be a trend.</li> <li>- Sustainability is also a trend moving forward.</li> <li>- The slow food movement continues.</li> <li>- Consumers will start to see slow food in a fast way with food trucks, for example.</li> <li>- Paper straws are being used in establishments, some are eliminating straws all together.</li> </ul>	

<p>4.2 What employability skills do workers need in your field?</p> <ul style="list-style-type: none"> <li>▪ Able to think critically, problem-solve</li> <li>▪ Able to find resources</li> <li>▪ Effective interpersonal skills</li> <li>▪ Communication skills - oral, written</li> <li>▪ Adequate time management and organization - prioritization skills</li> <li>▪ Personal qualities - professionalism</li> <li>▪ Able to project manage</li> <li>▪ Other?</li> </ul> <p>4.3 What changes/ trends are occurring in the industry that will affect employer needs?</p> <p>4.4 Work-Based Learning Opportunities</p> <ul style="list-style-type: none"> <li>▪ Classroom visits by industry</li> <li>▪ Informational Interviews</li> <li>▪ Site visits/Field Trips</li> <li>▪ Ride Alongs</li> <li>▪ Project Based Learning</li> <li>▪ Internships</li> </ul> <p>4.5 Postsecondary Scholarship Creation</p>	<ul style="list-style-type: none"> <li>- People are being more conscious of the environment.</li> <li>- To-go-containers will become compostable, recyclable or done away with altogether.</li> <li>- A lot of students are unsure of what to expect.</li> <li>- Adam suggested that Instructors start encouraging students to volunteer on the weekends so that they get more out of culinary school. They will have a better understanding of handling a product and becoming familiar with a fast-paced environment.</li> <li>- Having a passion will give students a drive.</li> <li>- Delivery service is an opportunity for extra funds. It is good for the consumer and the food industry.</li> <li>- The number one trend is convenience. Offering convenience is a winning formula.</li> </ul>	
<p>5. Program plan for improvement</p> <p>5.1 Strengths of program</p> <p>5.2 Weaknesses of program</p> <p>5.3 Labor market information needed to justify new content/ courses</p> <p>5.4 Resources needed and the role of industry: (equipment/ mentoring / scholarships/ awards/ hosting field trips/ serve as a speaker at career events/ other)</p> <p>5.4 What other suggestions do you have for program improvement?</p>		
<p>Motion to Approve Course Curriculum and Continue Operation of the Program was made by:</p> <p>Motion Seconded By:</p> <p>All in favor: Yes</p> <p>All opposed:</p>		
<p>6. Other business</p> <p>6.1 Additional Items</p> <ul style="list-style-type: none"> <li>▪ Hiring</li> </ul> <p>6.2 Next meeting time, place, date.</p>	<ul style="list-style-type: none"> <li>- Melinda from Valencia High school provides school updates.</li> <li>- Students can take a quarterly or semester class in jr. high to introduce them to food.</li> </ul>	

- There is a two year pathway at the high schools totaling four semesters. Students take Culinary Arts A and B the first year and advanced A and B the second year.
- Advanced Culinary Arts is growing at some schools while other schools do not have an advanced class.
- There is a reliance on COC for co-enrollment for the schools that do not offer advanced classes.
- Valencia would like to be one of the biggest feeders for COC.
- Along with the course sequence for funding through Perkins, Valencia will be a part of CTSO, which is a student leadership organization that teaches leadership in the classroom.
- Valencia is looking into a CCAP course which works to give students job training. Students get trained by chefs for competitions. Two students made it to the finals. One student received a \$2,500 award for COC and the other received a \$3,000 award for L.A. Mission College.
- Valencia is also looking at Skills USA which offers a variety of pathways.
- There is ninety five percent attainment of CTE skills for students at Valencia.
- The goal is to have students enter and complete a pathway, but getting students enrolled in classes who actually want to work in the industry has been a challenge.
- The district had 130 completers this year.
- The program has partnered with the California Restaurant Association. They are involved with Pro Start. Representatives came to speak about opportunities for high school students, COC students and businesses.
- The California Restaurant Association is awarding scholarship money. The deadline is 5/3/19.
- The program supports CCAP and has judged for them.
- A Hospitality Job Fair is being held on 5/3/19 at the University Center. It is a good opportunity for students to get in front of industry people.

- ICUE is open for dinner which accommodates 100 seats.
- Hunger is a global problem and the goal of the program is to feed students on campus. ICUE offered a fuel up station for a day which served students with pasta at the beginning of the semester. Two hundred and thirty students were served within a half hour, with a total of about Five hundred students being served. ICUE plans to do it again in the fall.
- The program is continuing with large enrollments.
- The program has twenty three sections.
- Students Jake, Kayla and Jacob share their experience in the program. All three students had a positive experience and learned a lot through their education at COC.
- Kayla works at the Old Town Junction as a baker and Jacob has a job at the Hyatt.
- Jake says that what is important is being open to talking to people, asking questions for guidance and having a passion. He says volunteer opportunities are also important.
- Jacob believes that getting a job in the industry is important for hands on experience.

Meeting adjourned at 6:23PM