



Advisory Committee  
**MEETING NOTES**

**Present:** Adam Hart, Heather Bond, Ron Lovell, Rachel Wiener, Jennifer Smith, Sabrina Ramirez, Kristen Collins, Desiree Domenici

**Guests:** 7

Meeting Date: 12/2/2025

Approval of Minutes from:

Recorded By: Heather Bond

**AN = Action Needed**

**AT = Action Taken**

**D = Discussion**

**I = Information Only**

	TOPIC		DISCUSSION	ACTION NEEDED	ACCJC STANDARD
I.	Welcome / Call to Order		Adam Hart- program lead CRM/HM, Tim Fontenette- Dean, Heather Bond- ILT		
II.	Approval of Minutes				
III.	Purpose of meeting		Create partnership between CRM program and industry, discuss current program practices and evaluate relevance to current industry standards, gather recommendations about future practices, courses, and equipment, discuss goals for program and student's education		
IV.	Introductions: Industry Partners		Ron Lovell: FT faculty rest mgmt. hosp mgmt. @ Hancock College Jennifer Smith: Chocolate & confections in Ventura Sabrina Ramirez: training aspect and service		

		<p>Kristen Collins: Chef instructor @ Pacifica HS</p> <p>Rachel Wiener: Exec chef from Ojai Valley Inn</p> <p>Desiree Domenici- Chef Instructor @ Sanger</p>		
V.	About CRM	<p>Staff: 7 adjuncts, 1 FT faculty, 1 FT ILT, 1 40% ILT</p> <p>Cohort flow for classes allows classes to fill to capacity plus waitlist</p> <p>Record #s in 102A 40 students enrolled @ start of Fall</p> <p>New Classes in Curriculum 2<sup>nd</sup> read (thanks Chef Macleod!)</p> <p>Seeking another FT ILT and FT Chef Instructor</p> <p>Approved by advisory committee*</p> <p>Received \$2500 from Townehouse</p> <p>Moved grant \$ into Messermeister as a back-up fund</p> <p>Externship opportunities for our students (Ojai Valley Inn, Ritz Carlton SB, Cork Dork, Larssens, 4 seasons WLW)</p> <ul style="list-style-type: none"> <li>•Certificate of achievement culinary arts <ul style="list-style-type: none"> <li>•Proficiency award “Lead line cook”</li> <li>•Proficiency award “Baking and Patisserie”</li> </ul> </li> <li>•Certificate of achievement restaurant management</li> <li>•Certificate of achievement hospitality management</li> <li>•Approval for baking program needed</li> </ul>		

VI.	Spring 2025 schedule		Principles of hospitality, 102A, 102B, Sanitation, Gourmet, Dining room, Nutrition, Advanced Pastry, Hospitality & Cost Control, Work Experience, Marketing of Hospitality		
VII.	Program improvements		<p>Baking and Pastry COA proficiency award</p> <p>Wine studies proficiency award</p> <p>Grant funded Mexico City trip for 5 days</p> <p>Equipment gains: Thermomix, bread slicer, Paco Jet, Big Green Egg XL</p>		
VIII.	Add new equipment		Need a bandsaw for animal fabrication		
IX.	<b>Industry partner suggestions and feedback:</b>		<p>Chocolate fabrication class (No credit class) suggested by Ron: Gives feeders to baking, cake deco and advanced baking</p> <p>Ron has 6 non credit courses running currently</p> <p>Approval for new equipment (bandsaw) to heighten SLOs</p> <p>Reach out to Jennifer when we get B&amp;P classes going to get suggestions on hires for staff</p>		

			Int'l travel suggestions: Italy (Ron)		
X.	Link for recorded meeting		<a href="https://vcccd-edu.zoom.us/rec/share/Ps83esru9Oe84V3fLbmPMuYlrJO1Z0gys7cwhRPoXflMOVpcX9f11yRzoXuSD6Jj.1qzV3fAndbT3bfPm">https://vcccd-edu.zoom.us/rec/share/Ps83esru9Oe84V3fLbmPMuYlrJO1Z0gys7cwhRPoXflMOVpcX9f11yRzoXuSD6Jj.1qzV3fAndbT3bfPm</a>		
XI.					
XII.					
XIII.					
XIV.					
XV.					
XVI.					

XVII.					
XVIII.					
XIX.	Next Meeting Date				
XX.	Adjournment				