

**EQUIPMENT NEEDS ASSESSMENT APPLICATION**  
**Fall 2016**

Name of Person Submitting Request:	<b>Stacy Meyer</b>
Program or Service Area:	<b>Culinary Arts /Catering Truck</b>
Division:	<b>Applied Technology, Transportation and Culinary Arts</b>
Date of Last Program Efficacy:	<b>2016</b>
What rating was given?	<b>conditional</b>
Equipment Requested	<b>POS system for Truck</b>
Amount Requested:	<b>\$5,000</b>
Strategic Initiatives Addressed: (See <a href="http://www.valleycollege.edu/about-sbvc/office-of-president/college_planning_documents/documents/strategic-plan-report-working-doc-8-25-15-2.pdf">http://www.valleycollege.edu/about-sbvc/office-of-president/college_planning_documents/documents/strategic-plan-report-working-doc-8-25-15-2.pdf</a> )	1.5,1.6.1,1.6.2,1.8,1.9,1.9.1,1.9.2,1.10,1.10.1, 1.11, 1.12, 2.1, 2.2, 2.5.1, 2.5.1.1, 2.5.1.2, 2.5.2, 2.6.2, 2.6.3, 2.6.3.3, 2.8.2, 2.8.4, 2.8.8, 2.13

NOTE: To facilitate ranking by the committee, submit separate requests for each item; however, multiple items can be submitted as one request if it is required that the equipment is packaged together.

Replacement  Additional

Are there alternative funding sources? (for example, Department, Budget, Perkins, Grants, etc.)

Yes  NO

If yes, what are they? Provide a rationale for your request. (Explain, in detail, the need for this position.)

Perkins Funding however it will not be dispersed until next fall and that will be after the truck has been purchased and equipped. This needs to be in place before the Truck can go out into the community. The POS system will keep track of sales, give the needed reports needed to keep records for the Campus Business Office. The Culinary Program has created a plan to open a Food Truck or mobile lab that the students can gain experience preparing food in a fast pace environment within a rising trend within the industry. This will allow students to learn small business while working on a fully functional catering truck. This would also allow the students within the catering class to cater off site which they have not had the experience to date.

The county of San Bernardino has already responded to the idea of a food truck, they would like it to be parked downtown during lunch time for all county employees to enjoy. This is only one response we have had to the truck. The third Thursday of each month is the Food Truck expo downtown San Bernardino, we have also had requests to join the trucks already serving the public in this location.

If these funds are paid for from the Strong Workforce Funding the entire region will have access to this vehicle. The mobile lab can be taken and used to cater events throughout the region as well as be used for class room activities. Students from the Culinary, Baking, Hospitality and Food and Nutrition will be able to work on the truck gaining small business experience and the necessary skills needed to work within their industries. This is a great entrepreneur experience for the students. Each student will have the opportunity to run the truck for a week to gain the experience of writing a menu, training staff, ordering, receiving, storing, book keeping and management skills. These skills will be used within the industry on a daily basis.

1. Indicate how the content of the department/program's latest Efficacy Report and/or current EMP supports this request and how the request is tied to program planning. (*Directly reference the relevant information from your latest Efficacy Report and/or current EMP in your discussion.*)

In the EMP discusses the food truck under opportunities. The Culinary Program has created a plan to open a Food Truck or mobile lab that the students can gain experience preparing food in a fast pace environment within a rising trend within the industry. This will allow students to learn small business while working on a fully functional catering truck. This would also allow the students within the catering class to cater off site which they have not had the experience to date. The county of San Bernardino has already responded to the idea of a food truck, they would like it to be parked downtown during lunch time for all county employees to enjoy. This is only one response we have had to the truck. The third Thursday of each month is the Food Truck expo downtown San Bernardino, we have also had requests to join the trucks already serving the public in this location.

It is tied to program planning and marketing by having the college name out in the public and the public purchasing from the truck on a daily basis. The planning is that by Fall of 2017 the truck will be purchased and ready for the students to run. The department will work with the health department and governing agencies as far as permits for each venue. All monies made will be deposited into the culinary arts account to help offset the cost for maintaining, gas and food the following fiscal year.

2. Indicate any additional information you want the committee to consider (*for example, regulatory information, compliance, updated efficiency, student success data, planning, etc.*).

There are no compliance issues for a POS System

3. Indicate any related costs (including any ongoing maintenance or updates) and department/program's plans to support those costs.

The ongoing cost for the department will be the licensing that needs to be paid yearly. This will come from the Culinary Arts budget.

4. What are the consequences of not funding this equipment?

The consequences of not having this equipment is that the catering truck without this capability will not be profitable or be able to be tracked. The credit card capability is necessary for the truck to make a profit.