

**EQUIPMENT NEEDS ASSESSMENT APPLICATION
Fall 2016**

Name of Person Submitting Request:	Stacy Meyer
Program or Service Area:	Culinary Arts/ Baking
Division:	Applied Technology, Transportation and Culinary Arts
Date of Last Program Efficacy:	2016
What rating was given?	conditional
Amount Requested:	\$ 40,000.00 dollars
Object Code:	6400- small wares
Strategic Initiatives Addressed: (See http://www.valleycollege.edu/about-sbvc/office-of-president/college_planning_documents/documents/strategic-plan-report-working-doc-8-25-15-2.pdf)	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, please submit separate requests for each general area of budget augmentation needed. Do not request a lump sum to encompass many different areas.

One-Time Ongoing

Does program or service area have an existing budget? Yes No

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

Yes No

If yes, what are they: Perkins maybe

1. Provide a rationale for your request (Give a detailed explanation of why this budget increase is needed.)

The reason for this request is that the Baking kitchen Rialto ROP is not stocked with smallwares.

2. 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.*)

With the urgent expansion of the Culinary Arts Program the Rialto kitchen needs to be supplied. The culinary department has been in a non-growth phase for several years now and has been told to grow and expand. The department is doing just that with the new ideas, within the opportunities and planning sections on the EMP. This includes the Rialto site. In this kitchen we will hold community courses, noncredit courses as well as credit courses currently in the program. Success rates within the program are strong, 14-15 success rate was 85% and 15-16 success rate is 92%. Retention is also up from the previous year to 98% from 97%. This utilization of classroom will make the students become more successful within their trade.

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

Additional adjunct faculty will be hired to offset the load of the one full time faculty in the department. Any additional faculty must have a Serve Safe Certificate, as well as the knowledge to teach the subject matter. The adjunct must also be familiar with the San Bernardino Health Code.

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

This is a onetime purchase. There are no other cost related to this expense.

5. What are the consequences of not funding this budget request?

We cannot utilize this kitchen without stocking it with small wares for the students to use. This is a new kitchen, never used so it does not have any spatulas, spoons, whips, bowls, mixers, blenders, etc.