## FACILITIES NEEDS ASSESSMENT APPLICATION

Fall 2019

| Name of Person Submitting Request: | Stacy Meyer |
| ---: | :--- |
| Program or Service Area: | Culinary Department |
| Division: | Applied Technology and Culinary Arts |
| Date of Last Program Efficacy: | 2016 |
| What rating was given? | Conditional |
| Amount Requested (if available): | 10,000,000 |
| Strategic Initiatives Addressed: | $1,2,3,4,5,6$ |
| Needs Assessment Resources (includes | https://www.valleycollege.edu/about- |
| Strategic Initiatives): | sbccampus-committees/academic- <br> senate/program-review/needs- <br> assessment.php |

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

You are required to meet with Robert Jenkins--Director, Facilities, Maintenance, \& Operationsby WEDNESDAY, OCTOBER 9 if you are submitting a Facilities Needs Request. 909-384-8662 or rjenkins@sbccd.cc.ca.us.
Please provide the date of your meeting:
Robert Jenkins was on vacation and has not returned request for a meeting.

## Capital Improvement XX

Brief Statement of Request:
The culinary arts department has outgrown the commercial kitchen space. The department has been asking for a new larger kitchen for many years now and has been denied each time. The commercial kitchen currently does not allow the department to grow or offer culinary and baking classes more than one time a day. Students are complaining that culinary is only offered during the day and baking is only offered at night. The department cannot offer culinary during the evening hours because the baking class is in the kitchen and the baking cannot be offered during the day hours because culinary and the food truck is in the kitchen.

Are there alternative funding sources? (for example, Department, Budget, Perkins, Grants, etc.)
Yes $\square \quad$ NO XX

If yes, what are they? $\qquad$

1. Provide a rationale for your request. (Explain, in detail, the need for this project.)

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hours because the baking class is in the kitchen and the baking cannot be offered during the day hours because culinary and the food truck is in the kitchen.
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.)

## Assessment:

- Duplicate enrollment has bounced from 344 in 14-15 to 287 in 15-16 and 16-17 up to 284, in 17-18 duplicate enrollment was at 360 and now in 18-19 duplicate enrollment is at 373 . The way the culinary program is set up duplicate enrollment should be at a higher average each year. The department chair will investigate to see why the numbers are fluctuating so much from year to year even though the numbers are up from last year but down from 1617.
- FTEF in 14-15 was 5.25, in 15-16 4.85, in 16-17 5.54, and in 16-17 when the one-year program started FTEF went up to 7.01 and in $18-19$ FTEF is even higher at 8.71 . The department is growing quickly since the one-year has been offered. The department anticipates growth to continue as more students join the program.
- WSCH per FTEF has also fluctuated, in 14-15 was 375, $15-16 \mathrm{WSCH}$ was $385,16-17$ the numbers were higher at 425 then in 17-18 the numbers dropped to 376 and now the numbers have dropped again to 285 . The department is not sure why the numbers dropped because there are more sections being offered and three full time staff currently in the program.
- Sections offered have gone up over the past four years from 20 in 14-15, 18 sections in 1516, 16-17 21 sections and in 17-18 the department offered 25 sections and in 18-19 the department offered 27 sections. The number of sections will continue to increase as the department will soon be offering Hospitality courses as well as continue to offer culinary and baking courses.
- The department does not offer online courses currently, however the department is planning to offer online courses by 2021.
- The department does not award many degrees as most of the students after completing their certificates go out and become gainfully employed. From 14-15 the department awarded 6 degrees in 15-16 6 degrees, 16-17, 3 degrees were awarded and in 18-19 there have been 3 degrees awarded. The department has noticed a drop-in degree awarded because the industry has such a need within the industry the students are being headhunted by food service companies before they complete their certificates. Students are not able to complete their degrees due to this issue.
- Certificates awarded in 14-15 were 20, certificates awarded in 15-16 were 33 , when the one-year program started certificates awarded have dropped in 16-17 to 15 and in 17-18 to 11. There is no data in 18-19 to compare.

Departmental/Program Goals:

- Hire full time instructors for culinary.
- Hire two full time lab technicians, one for culinary and one for baking.
- Hire adjunct instructors for culinary.
- Hire three adjunct instructors to teach baking.
- Get a larger kitchen in order to teach both evening and daytime classes.
- Create a space where the classrooms are near the kitchens so lecture can be done along with labs.
- Work on curriculum to coincide with the Hospitality program.
- Start catering outside venues with the truck and or catering class to increase revenue for the program.
- Create online courses for culinary and hospitality.
- Create a certificate and degree program for hospitality.
- Have ample storage space for equipment needed to run classes.
- Increase enrollment for culinary and baking.
- Storage for the Den
- A refillable first aid kit

The culinary department loses students each semester because culinary courses are only run during the day and the baking is only run at night. Students complain because they must work in order to support their families and cannot make it during the hours the lab classes are currently offered. With a new building that houses both culinary and baking kitchens the department could then offer 2 sessions of baking and culinary at the same time allowing students to choose which time frame works best for their schedule.
The new hospitality program is coming online in 2020 and space to hold classes is limited. The new space would be able to accommodate Hospitality courses as well.
3. Indicate any additional information you want the committee to consider (for example, regulatory information, compliance, updated efficiency, student success data, planning, etc.).
Regulatory agencies such as the San Bernardino Health Department inspect the kitchen each semester. There is a safety aspect involved for the students and staff. This means that the caps on the lab courses must be limited to smaller numbers of students in order to keep accidents from happening.
Student success data reflects that in the year 14-15 success was $85 \%$, in $15-16$ success $92 \%$, in 1617 success dropped to $73 \%$, this is when the new program started, and in 17-18 success was up to $80 \%$ and in $18-19$ student success was at $81 \%$. Each semester the department loses a few students due to the kitchen layout. The kitchen is small and there are walls separating the area, so it is hard to monitor the entire kitchen at once. Accidents happen when the line of sight is obstructed.
Retention is high within the program. In 14-15 retention was $97 \%$, in 15-16 retention $98 \%$ then dropped a bit in 16-17 to $89 \%$, which is when the new one-year program started, in 17-18 retention was $89 \%$ and in $18-19$ back up to $95 \%$. The students are getting used to the new program.
The department added the food truck in order to have more space to accommodate more students however the food truck can only hold 5 students at a time for safety reasons. The food truck also must use the main kitchen to prepare the food for the truck which makes the workspace even more sparse. The main kitchen is also shared with the cafeteria. When the cafeteria has large banquets, the class loses more preparation space and the workspace for the students gets tighter making safety issues more prominent.
The baking students complain that the baking courses are run from 3:00pm until 10:00pm Monday -Thursday. That is too late for the students to be on campus and many students drop because of the time frames of the course. This cannot be helped because the culinary courses are running 8:00am to $2: 30 \mathrm{pm}$ Monday - Thursday. Fridays are typically catering days for the department so classes cannot be held on Fridays. Most of the students that are in the program only work Friday, Saturday and Sunday due to the nature of the program.
4. What are the consequences of not funding this facilities request?

The consequences are that the culinary and baking programs will continue not to grow. Students will continue to complain.

