

INSTITUTIONAL ASSESSMENT REPORT

CULINARY ARTS / 2013

Department's Relationship to the College Mission and Strategic Plan

(completed Spring semester or on accreditation cycle)

In a paragraph or two, discuss how the department's work carries out the Mission and Strategic Plan.

The objectives of all career and technical programs at Jefferson College are to develop in each student:

1. Occupational skills necessary to secure initial employment in the fields in which the student had been trained.
2. A background of related information including both theory and practice, necessary for success in the field of their choice.
3. Personal and social traits necessary for initial employment and for continuing success and advancement.

At the secondary level, Jefferson College's ATS Culinary Arts program is designed to prepare high school students for employment, or continuing education in the Jefferson College post-secondary program. The program is not intended for general education or exploratory purposes.

At the college level, the Culinary Arts program is designed primarily to prepare students for employment, however, some students pursue further education in related or non-related fields.

By comparing the College mission and the objectives of the Culinary Arts programs, it can be noted that the underlying reason for the existence of both is to provide a solid means for a student to procure employment. Methods of providing this opportunity differ very little, which has allowed students at the ATS to effectively transition into the college population.

Summary of Departmental Activities, Assessment and Use of Results

(completed Spring semester or on accreditation cycle)

(may include process flowchart)

Provide a brief overview of major accomplishments since the last review and how assessment results have been used to improve services/learning outcomes.

~ ACCOMPLISHMENTS SINCE LAST REVIEW ~

General Culinary Arts Program

Fire Suppression System

In assessing the efficiency of the kitchen configuration, it was determined that greater flexibility in the placement of the various appliances would allow greater access for students during different stages of the curriculum. For example, if the students are working on grilling, a second grill can be added to the line in place of one of the stoves. The installation of a zonal fire suppression system allows for cooking equipment to be placed as needed for the lesson plan of the day/week. This flexibility of the “hot line” allows more creative use by both secondary and post-secondary culinary students.

Competitions

The culinary department hosted the 2012 District SkillsUSA culinary, baking, and restaurant service competitions on the Jefferson College campus. We also hosted all District SkillsUSA competitions for 2013 with local professionals acting as judges. These events have helped raise awareness of the program and the employability of the culinary students.

Area Technical School Program

ProStart

In an effort to align the secondary culinary arts program with a national, industry-driven curriculum, the implementation of the ProStart program began in the 2011-2012 school year. Over the course of two years, students can be eligible to earn the ProStart National Certificate of Achievement, which can be tied to articulation and scholarship opportunities. The program is supported by the National Restaurant Association. Assessment results from the end of course exams will guide changes in the course curriculum.

Awards

The full-time culinary arts instructor was recognized as the 2007-2008 Missouri Trade and Technical Teacher of the Year.

Community Service

Through the Career and Technical Student Organizations (CTSO) there have been many community service events hosted. The most notable were Operation Joplin and Pull-tabs for Prosthetics.

Post-Secondary Program

ServSafe Sanitation

It was determined through input of the advisory committee that food safety and sanitation should be a mandated requirement in the culinary curriculum. Since food safety practices for preparing and serving food is essential to students' future employment, the ServSafe Sanitation course was developed as a required class for the Associate of Applied Science Degree. Students are given the option to take the certification exam at the completion of the course.

Curriculum Revision

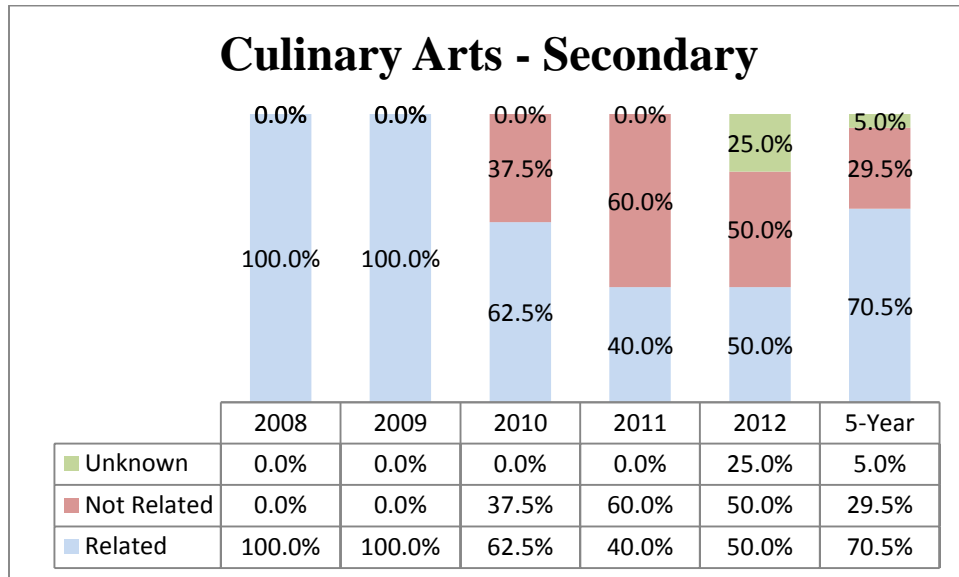
The college program curriculum was reviewed and revised during the 2012-2013 school year. With several changes in personnel and course delivery options in the previous two school years, it was decided to strengthen the connection between the college and ATS programs. Collaboration between the two programs has improved significantly in the past school year.

Internal and External Data Collection and Analysis
(completed by Fall semester or on accreditation cycle)

Gather and analyze relevant internal and external data (link to data).

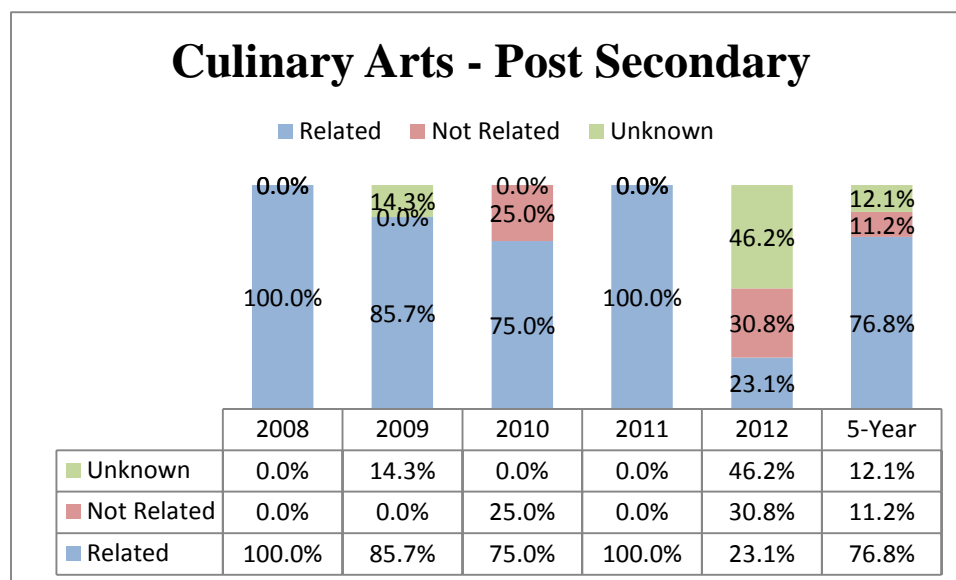
~ STUDENT PLACEMENT ~

Based on data reported, the secondary Culinary Arts program has averaged a 70.5% positive placement of students over the previous five years. The post-secondary Culinary Arts program has a slightly higher 76.8% placement over the same time period. Positive placement is based on employment or continuing education in a related area, or any military placement. Transition planning needs to continue to focus on creating connections for students in furthering their education, training, or employment.



	ER	CER	M	ENR	CENR	OTH	NOCR	UNK	Total
2008	1	5	0	0	0	0			6
2009	1	8	0	0	0	0			9
2010	0	4	1	0	3	0			8
2011	0	10	0	0	13	2			25
2012	2	1	0	1	3	0	1	2	8

[Key: ER-Employed Related, CER-Continuing Ed Related, M-Military, ENR-Employed Not-Related, CENR-Continuing Ed Not-Related, OTH-Other, NOCR-Non-College Credit Institution Related, UNK-Unknown]



	ER	CER	M	ENR	CENR	OTH	NOCR	UNK	Total
2008	1	2	0	0	0	0	0	0	3
2009	5	1	0	0	0	0	0	1	7
2010	3	0	0	1	0	0	0	0	4
2011	1	0	0	0	0	0	0	0	1
2012	3	0	0	3	1	0	0	6	13

[Key: ER-Employed Related, CER-Continuing Ed Related, M-Military, ENR-Employed Not-Related, CENR-Continuing Ed Not-Related, OTH-Other, NOCR-Non-College Credit Institution Related, UNK-Unknown]

~ JOB OUTLOOK ~

According to the Missouri Economic Research and Information Center (MERIC), an overall growth of 3.5 percent is anticipated in the St. Louis WIA region for the Food Services and Drinking Places industry group.

St. Louis Workforce Investment Region 2010-2020 Industry Projections					
Industry		Employment		Change	
		2010	2020	2010-2020	
Code	Title	Estimated	Projected	Numeric	Percent
000000	Total Employment - Missouri	1,013,672	1,081,607	67,935	6.7%
722000	Food Services and Drinking Places	79,908	82,674	2,766	3.5%

Students in both the secondary and post-secondary programs have access to a wide variety of jobs. On MERIC's Top 100 Occupations with the most openings, nine specific job functions make the list and represent over 80,000 growth and replacement positions through 2020. Although the average wage is estimated at only \$20,557, with some experience, culinary arts

program graduates would have opportunities as first line supervisors, which would provide access to a higher mean wage around \$30,281. (See chart below)

Top 100 Occupations with the Most Openings 2010-2020

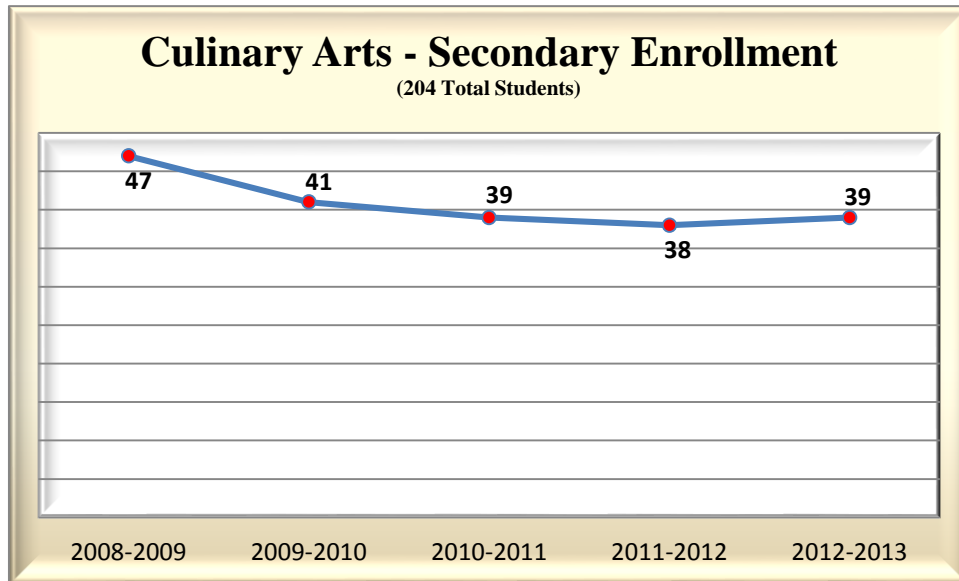
Title	Mean	2010-2020 Openings		
	Ann. Wage	Growth	Replace	Total
Combined Food Preparation and Serving Workers, Including Fast Food	\$17,589	5,799	21,382	27,181
Waiters and Waitresses	\$19,318	873	24,930	25,803
Cooks, Restaurant	\$21,430	1,313	4,502	5,815
Food Preparation Workers	\$20,125	288	4,499	4,787
Dishwashers	\$17,999	24	4,377	4,401
First-Line Supervisors of Food Preparation and Serving Workers	\$30,281	585	3,608	4,193
Hosts and Hostesses, Restaurant, Lounge, and Coffee Shop	\$17,867	0	3,937	3,937
Dining Room and Cafeteria Attendants and Bartender Helpers	\$18,827	0	2,969	2,969
Cooks, Institution and Cafeteria	\$21,576	443	2,393	2,836
	\$20,557	9,325	72,597	81,922

Students who pursue further education beyond both Jefferson College programs could improve in annual salary as a chef or head cook, which earn an average of \$47,677, according to MERIC. However, chefs and head cooks are considered a declining occupation in Missouri, due to an estimated 28 less jobs state-wide through 2020.

~ STUDENT ENROLLMENT TRENDS ~

At the secondary level, enrollment has been fairly steady the past five years, at or near the capacity for the program each year. Overall, ATS enrollment had experience a slight decline after the 08-09 school year, but has shown a rebound in this current school year.

The college level program has experienced several faculty changes in the past five years, but has had an enrollment of nearly 750 students and generated over 1,700 credit hours earned.



Faculty Indicators for Culinary Arts--College Credit (CUL), (School Years 2008-2013) School Terms 200901 Through 201303 (Summer 2008 through Spring 2013)

Number of Course Sections Taught	Total Students	Attrition Number ("W" Grades)	Attrition Percent	Student Credit Hours Earned	Average Students	Average GPA	Annualized 5-Year Program FTE
58	746	40	5.4%	1,703	12.9	3.152	11.4

Notes: Attrition % represents the number of "W" grades conferred as a percentage of ALL students.

Annualized Program FTE is the number of graded credit hours divided by 150 (30 hrs/yr for 5 years).

Annual Cost per FTE and Trend Analyses
(completed by Fall semester)

Provide cost per FTE and analyze for the period being evaluated.

The following tables show the Culinary Arts cost per FTE since the previous review:

Secondary Culinary Arts

Year	Total Program Costs	# students	\$ per FTE	Perkins	Enhancement
2008-2009	\$101,112.37	47	\$2,151.33	\$2,052.37	\$1,823.81
2009-2010	\$98,102.64	41	\$2,392.75	\$6,316.75	\$16,238.28
2010-2011	\$107,246.16	39	\$2,749.90	\$2,263.42	\$975.00
2011-2012	\$107,495.14	38	\$2,828.82	\$6,791.32	\$0.00
2012-2013	\$114,503.20	39	\$2,935.98	\$4,367.55	\$25,574.29
	\$528,459.51	204	\$2,590.49	\$21,791.41	\$44,611.38

Post-Secondary Culinary Arts

Year	Total Program Costs	Credit Hrs	\$ per FTE	Perkins	Enhancement
2008-2009	\$35,796.24	334	\$3,152.23	\$0.00	\$0.00
2009-2010	\$38,690.88	380	\$3,054.54	\$0.00	\$231.45
2010-2011	\$43,963.52	438	\$3,011.20	\$976.08	\$0.00
2011-2012	\$40,100.21	550	\$2,187.28	\$6,144.11	\$0.00
2012-2013	\$50,496.89	283	\$5,353.03	\$2,498.05	\$0.00
	\$209,047.74	1985	\$3,364.26	\$9,618.24	\$231.45

**Total Program Costs adjusted to account for PS salaries charged to Secondary Org Code*

Analysis

Over the past five years, the average yearly cost per FTE for the secondary program was \$2,590. The annual tuition for the ATS has been \$1,900 per student for the past several years, so a substantial portion of the costs are offset by the sending school districts. This figure does not reflect the Perkins or Enhancement Grant funds used to support the program during the same time period.

The total program costs of the post-secondary program reflects instructional supplies and adjunct faculty salaries. It appears the post-secondary program needs to generate more earned credit hours to bring the FTE costs down. The post-secondary program shares some costs with the secondary program which are not reflected in the program costs summary.

SWOT Analysis

(completed by Fall semester)

Using the data collected and analyzed, complete a SWOT analysis. Reference and link data for each.

Internal Strengths <ul style="list-style-type: none">• Educated, qualified staff and assiduous support staff.• Historically, both programs have maintained an excellent reputation within the campus and local community.• Safe learning environment.• Modern facilities with state of the art equipment.	Internal Weaknesses <ul style="list-style-type: none">• Lack of quality restaurants within the local community for student experiences.• Cannot transfer credits to other post-secondary culinary trade schools.• Inconsistent post-secondary instruction in recent past.
External Opportunities <ul style="list-style-type: none">• Achieve accreditation through the American Culinary Federation.	External Threats <ul style="list-style-type: none">• St. Louis Community College Culinary Program• L'Ecole Culinary Academy• Le Cordon Bleu Culinary Academy• Art Institutes, St. Louis• Budget cuts and other influences to sending schools could at any point reduce the pool of potential students for the ATS program.

External Accreditation (if applicable)

Link to accreditation report.

Not Applicable

DEPARTMENTAL ACTION PLANS for *Culinary Arts* / 2013

Org	Aim	Obj	Action Plan	KPI	\$	Other Req	Responsible Party	End Date	Status	Target Year	Metric Desc	Metric Value	Benchmark Desc	Benchmark Value	Target Desc	Target Value
56611, 56305	4	4	Review and align recruitment and retention efforts to increase enrollment and improve transition to the second year of secondary program and continued levels of post-secondary culinary program	Enrollment			Instructors, ATS Recruiter, and ATS Director			2016						
56611, 56305	1	5	Update tools and equipment to meet the needs of the program instructional requirements	Program expenditures		Enhancement grant funds, Institutional funds	Instructors and ATS Director			2015						
56611, 56305	1	10	Collaborate with ATS support staff, advisory committee and college staff to ensure positive placement of program graduates	Placement			ATS Recruiter, ATS Director, Instructor(s), Employment Specialist			2016						
56611, 56305	1	1	Achieve accreditation through the American Culinary Federation.		\$3500		Instructors, ATS Director			2018						
56611	1	1	Increase the percentage of students who pass the ProStart Technical Skills Assessment and earn National Certificate of Achievement	TSA scores			Instructor, ATS Director		Pending	2018						

Evaluation



Meets Expectations

Comments:



Requires Attention and Submission of a Follow-Up Report

Comments:



Does Not Meet Expectations and Requires Submission of a Follow-Up Report

Comments:

Follow-up report required by: _____

Comments: (Date)

Approvals

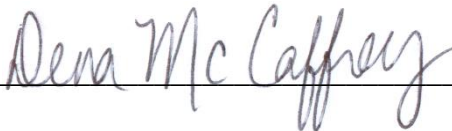


Division Chair/Director

Comments:

Oct. 31, 2013

Date




Dean

Comments:

Nov. 7, 2013

Date



Vice President/President

Comments:

March 25, 2014

Date