

**Program Information Report**

**School of Culinary Arts and Hospitality Management**

Find your passion in food, friends and elegant surroundings. Develop skills for an entry-level position in restaurant, hospitality or institutional settings. Whether your interests lie in pastry and wedding cakes, food preparation and marketing, or management of food service, these are the programs for you.

Washtenaw Community College offers programs at several levels for students who want to begin new careers, or advance in their existing careers. The first level is the certificate, which can vary from nine to thirty-six credits, depending on the field. Certificates generally prepare students for entry-level jobs.

The next level, an Associate in Applied Science, is available for some programs. For some career fields, it is possible to earn a certificate and an Associate in Applied Science degree in the same field. In these cases, the credit hours from the certificate can be applied to the credit hours needed for the Associate in Applied Science degree.

**Culinary Arts and Management**

Develop the skills necessary for a career in the hospitality industry.

**Culinary Essentials (CTCULE)**

**Certificate**

**Program Effective Term: Fall 2018**

In this program, students explore the essentials of culinary skills and techniques. Topics relating to food safety, basic knife skills, and conventional cooking methods required in professional food service operations will be discussed. Students with a passion for food, or who are currently employed in entry to mid-level culinary positions, will gain deeper insight in culinary arts to progress in many food service related careers. The program provides a foundation for continued study toward an associate degree.

**Program Admission Requirements:**

Academic Math Level 2 or concurrent enrollment in MTH 067 or higher math course is required for enrollment in CUL 116.

Major/Area Requirements		(11 credits)
CUL 110	Sanitation and Hygiene	2
CUL 116	Culinary Principles*	3
CUL 120	Classical Kitchen	3
CUL 121	Modern Kitchen	3

**Minimum Credits Required for the Program: 11**

**Notes:**

\*CUL 116 requires Academic Math Level 2 or concurrent enrollment in MTH 067 (or higher MTH course).

**PROGRAM PROPOSAL FORM**

- Preliminary Approval** – Check here when using this form for preliminary approval of a program proposal, and respond to the items in general terms.
- Final Approval** – Check here when completing this form after the Vice President for Instruction has given preliminary approval to a program proposal. For final approval, complete information must be provided for each item.

<b>Program Name:</b>	<u>Culinary Essentials</u>		<b>Program Code:</b>	<u>CTCULE</u>
<b>Division and Department:</b>	<u>Business &amp; Computer Technologies; Culinary Arts Dept.</u>		<b>CIP Code:</b>	<u>12.0505</u>
<b>Type of Award:</b>	<input type="checkbox"/> AA <input type="checkbox"/> AS <input type="checkbox"/> AAS <input checked="" type="checkbox"/> Cert. <input type="checkbox"/> Adv. Cert. <input type="checkbox"/> Post-Assoc. Cert. <input type="checkbox"/> Cert. of Comp.			
<b>Effective Term/Year:</b>	<u>Fall 2018</u>			
<b>Initiator:</b>	<u>Derek Anders Jr.</u>			
<b>Program Features</b> Program's purpose and its goals. Criteria for entry into the program, along with projected enrollment figures. Connection to other WCC programs, as well as accrediting agencies or professional organizations. Special features of the program.	This certificate is intended to accomplish two things. First, it will allow our department offer a short program to enhance job readiness for working professionals and attract potential students looking to explore a passion in the food industry. Second, this certificate can provide a platform for interest in studying culinary arts to increase enrollment, persistence, and completion rates for the proceeding certificate and A.A.S. degree offering. A key feature is that the proposed courses in this certificate will not require development of new courses. Instead, it will implement the pedagogical practice of scaffold learning, utilizing existing courses in our current certificate and A.A.S. degree.			
<b>Need</b> Need for the program with evidence to support the stated need.	The Culinary Arts Department is following administrative directives based on a college investment to re-strategize all current programs through outside consultant. David Schneider CEC, CCE of Culinary Concept Consulting brings 35 plus years of experience as a Culinary Arts educator. With Dave's guidance and recommendation toward changes for our programs, we are looking to increase enrollment and visibility of our programs to surrounding communities of Washtenaw.			
<b>Program Outcomes/Assessment</b> State the knowledge to be gained, skills to be learned, and attitudes to be developed by students in the program. Include assessment methods that will be used to determine the effectiveness of the program.	<u>Outcomes</u>		<u>Assessment method</u>	
	<ol style="list-style-type: none"> <li>1. Execute and apply culinary principles and terminology through the production of food under timed situations.</li> <li>2. Recognize food safety and sanitation practices necessary to professional food service operations.</li> </ol>		<ol style="list-style-type: none"> <li>1. Practical Exam</li> <li>2. National Exam</li> </ol>	

<p><b>Curriculum</b></p> <p>List the courses in the program as they should appear in the catalog. List minimum credits required. Include any notes that should appear below the course list.</p>	<p><b>First Semester</b></p> <p>CUL 110 Sanitation and Hygiene CUL 116 Culinary Principles **</p> <p><b>Second Semester</b></p> <p>CUL 120 Classical Kitchen CUL 121 Modern Kitchen</p> <p><b>Program Total</b></p> <p>** CUL 116 requires Math Academic Level II or MTH 067 or higher; may enroll concurrently</p>	<p>2 credits <u>3 credits</u> 5 credits</p> <p>3 credit <u>3 credit</u> 6 credits</p> <p><b>11 credits</b></p>
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<p><b>Budget</b></p> <p>Specify program costs in the following areas, per academic year:</p>		<b>START-UP COSTS</b>	<b>ONGOING COSTS</b>
	Faculty	\$ 0	\$ 0
	Training/Travel	0	0
	Materials/Resources	0	0
	Facilities/Equipment	0	0
	Other	0	0
	<b>TOTALS:</b>	\$ 0	\$ 0

<p><b>Program Description for Catalog and Web site</b></p>	<p>In this program, students explore the essentials of culinary skills and techniques. Topics relating to food safety, basic knife skills, and conventional cooking methods required in professional food service operations will be discussed. Students with a passion for food, or who are currently employed in entry to mid-level culinary positions, will gain deeper insight in culinary arts to progress in many food service related careers. The program provides a foundation for continued study toward an associate degree in culinary arts.</p>
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<p><b>Program Information</b></p>	<p><b>Accreditation/Licensure</b> - Michigan Food License. Proposed courses for this program are a part of required course work for ACFEF Accreditation for the A.A.S. degree.</p> <p><b>Advisors</b> - <del>Tami Herrera</del>, Alice Gannon-Boss, Derek Anders Jr.</p> <p><b>Advisory Committee</b> – Culinary Arts Advisory Committee</p> <p><b>Admission requirements</b> - Academic Math level 2 or enrollment in MTH 067 or higher course is required for enrollment in CUL 116</p> <p><b>Articulation agreements</b> - None</p> <p><b>Continuing eligibility requirements</b> - None</p>
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**Assessment plan:**

Program outcomes to be assessed	Assessment tool	When assessment will take place	Courses/other populations	Number students to be assessed
Execute and apply culinary principles and terminology through the production of food under timed situations.	Practical Exam	Fall 2018	CUL 121	All students
Recognize food safety and sanitation practices necessary to professional food service operations.	National Exam	Fall 2018	CUL 110	All students

**Scoring and analysis plan:**

1. Indicate how the above assessment(s) will be scored and evaluated (e.g. departmentally-developed rubric, external evaluation, other). Attach the rubric.

Departmentally-develop rubric for practical exam  
National Restaurant Association administered ServSafe exam.

2. Indicate the standard of success to be used for this assessment.

70% of students will score 70% or higher.

3. Indicate who will score and analyze the data.

Departmental Faculty

REVIEWER	PRINT NAME	SIGNATURE	DATE
Department Chair/Area Director	Derek Anders	Derek Anders	1-10-18
Dean	Eva Samulski	Eva Samulski	1-10-18
Curriculum Committee Chair	DANA A. WOOTEN	Dana A. Wooten	3-14-18
Vice President for Instruction <input type="checkbox"/> Approved for Development <input checked="" type="checkbox"/> Final Approval	Kimberly M. Hurns	Kimberly M. Hurns	3/15/18
President	Rose Bellanca	Rose Bellanca	4/10/18
Board Approval			5/22/18