

## HRCM Program Certificate Option: Chef Apprentice Certificate- Regional Approval

### Criteria A: Appropriateness to Mission

#### 1. Statement of the Program Goals and Objectives

The mission in the Hotel, Restaurant, and Casino Management (HRCM) program at West Hills College Lemoore (WHCL) is to prepare students for the international hospitality industry by providing individualized, hands-on training in the culinary arts, hospitality and restaurant management.

The Hotel, Restaurant, and Casino Management program supports a learning environment that promotes personal and professional success, leadership, innovation, diversity, responsibility and a sense of community. Our program is rooted in the concept of quality education, quality service, and the commitment to prepare apprentices for positions in the international hospitality industry.

It is our goal to attract a diverse group of adult men and women who have a genuine interest in and passion for providing service to others and whom possess qualities compatible with those recognized as important for success in the culinary and hospitality industry. The school is responsive to the needs of the restaurant, hospitality, and culinary arts community for which it provides a source of well-trained culinary professionals.

#### 2. Catalog Description

The Hotel, Restaurant, and Casino Management program offers the opportunity to achieve various certificates to students in becoming well-trained culinary professionals. Our programs are rooted in providing individualized, hands-on training and having the concept of quality education, quality service and the commitment in preparing individuals for positions within the industry.

#### 3. Program Requirements

<b><i>CHEF APPRENTICE (35.5 UNITS)</i></b>	
<b>Courses:</b>	
CUL 6 Culinary Excursions	1.5
CUL 50 Safety & Sanitation	1
CUL 51 Restaurant Math	1
CUL 52 Commercial Baking: Beginning	3
CUL 54 Hospitality Laws and Regulations	2
CUL 55 Commercial Food Preparation	3
CUL 56 Garde Manger	2
CUL 57 Beverage Management	2
CUL 58 Dining Room Service and Management I	2
CUL 59 Introduction to Hospitality Careers and Human Relations	3
CUL 60 Nutrition for Chefs	1
CUL 61 Kitchen Management	2
CUL 64 Restaurant Desserts	3
HRCM 15X Occupational Work Experience	3
<b>Plus, choose two (2) of the following six (6) courses:</b>	
RM 11 Food and Beverage Service	3
RM 61 Culinary Theory and Fundamentals	3
RM 63 Culinary Concepts	3
RM 64 Cuisines of the World	3
RM 65 Catering and Beverage Services	3
RM 66 Event Planning/Special Events Tourism	3

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### 4. Background and Rationale

The Hotel Restaurant Casino Management (HRCM) program has been serving the Kings and Fresno counties since the opening of the West Hills College Lemoore campus in 2006. Initially the hotel, restaurant and casino areas program developed due to the proximity of the Yokut Tachi Indian Palace and other casinos in the general geographic area. The inclusion of these areas of industry opened up heretofore unseen opportunities for potential and growth for students of all ages, ethnic origins and social levels. These programs have provided an avenue for the growing Hispanic and Asian populations to pursue advancement and careers in these chosen occupations. Additional partnerships with other restaurants and food industries have now led to the need for the further development of the Culinary portion of this program and this Chef Apprentice certificate is a response to meet the industry and student demands in the Culinary area.

## Criteria B: Need

### 5. Enrollment and Completer Projections

The anticipated enrollment for the Chef Apprentice certificate program is 55 students per semester. With an anticipated completion of 90%, this is based on past completions of other course certificates, classroom size and availability. Student enrollment trends have been consistent for the past five (5) years due to the popularity and exposure of West Hills College Lemoore. Success and retention rates have also remained consistent for the past five (5) years due to the quality of instruction, refinement of SLO assessments, job placement, and opportunities from associated industry relationships, cooperatives and partners.

### 6. Place of Program in Curriculum/Similar Programs

The Lemoore School of Culinary Arts at West Hills College Lemoore is the only program providing any type of food service program within a 60-mile radius. WHC Lemoore is centrally located in the Central Valley and the HRCM program has been very effective with entry-level job placement of training, sometimes to the detriment of the program. Student retention for one or two semesters had been difficult because businesses have been eager to take and hold on to trainees because of the job skills they have learned through our program. Significant numbers of entry-level jobs require only a high school diploma. The development of this Chef Apprentice certificate is one of two steps, the other being the upcoming creation of an A.S. degree in Restaurant Management, to make sure our graduates move beyond the often low-wage, entry-level jobs and prepare them for jobs with increasing opportunities to earn higher wages and benefits. The demand is strong for furthering the curriculum into taking the next step by both students and employers.

### 7. Similar Programs at Other Colleges

There are a number of schools of higher learning in California which offer HRCM and Culinary programs, certificates and degrees. Only a few are culinary track including the Kitchen Academy with locations in Sacramento and Hollywood, California Academy in San Diego, Hospitality Management School of California with locations in San Francisco, Pasadena, Santa Rosa and San Diego, the Art Institute in Santa Ana and San Diego, and the Institute of Technology in Roseville. While these institutions may have admirable credentials, most are in cities with extremely high living expenses and/or difficult transportation challenges.

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### 8. Labor Market Information and Analysis

The statistics below were gathered from the Fastest Growing Occupations in Kings County

Source: CA.GOV Employment Development Department at the website:

<http://www.labormarketinfo.edd.ca.gov> . This analysis shows a need for various levels of training in the Culinary and food preparation areas and strong projected job market for these fields.

Occupation	Est.Year - Proj.Year	Est.Employment	Proj. Employment	Change	% of Change
Food Preparation and Serving Related Occupations	2008 - 2018	2,940	3,260	320	10.9
Food Preparation Workers	2008 - 2018	190	210	20	10.5
Cooks and Food Preparation Workers	2008 - 2018	1,000	1,100	100	10
Food and Beverage Serving Workers	2008 - 2018	1,490	1,680	190	12.8
Food Processing Workers	2008 - 2018	700	820	120	17.1

### 9. Employer Survey

While focused surveys have not to date been taken, there is constant feedback from employers who utilize our event servers and students. Many of our students take advantage of our workforce experience education provided by our CWEE instructor. This process has proven beneficial due to its job placement of our students in both intern and paid positions with local small businesses and larger hotels and resorts in the surrounding counties. Students have the opportunity to engage in individual and specific illustrations and observations of skills and concepts they have learned in our Culinary classes.

### 10. Explanation of Employer Relationship

Several of the employers who operate in the Kings, Fresno and Tulare counties serve on the Advisory Committee, and during the course of our community and banquet events, there is close and continual relationship with these and other employers. These associations provide frequent and in-depth insight into employer needs and opportunities. Frequent feedback from these resources allows us to implement changes or adjustments for improvements to our students, programs and methods.

### 11. List of Members of Advisory Committee:

Mike Jones	Restaurant Manager	Chipotle, Las Vegas
George Quilty	Executive Chef	Orange Blossom Junction, Exeter
Sonny Law	Chef-Owner	Tokyo Station, Hanford
Anthony Higgins	Corporate Chef	Harris Ranch, Coalinga
Lisa McGurn	Events Coordinator	State Parks
Courtney Hampton	Ranch Manager	Hearst Corporation
Michelle Fanaro	Special Programming	ABC/Disney
Lili Marsh	Events Coordinator/ Restaurant Manager	Bakersfield Petroleum Club

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Steve Guido	Kitchen Engineer/Coordinator	Palms Casino, Las Vegas
Christian Raia	HRCM Coordinator	West Hills College Lemoore
Stephanie Droker	Work Experience Instructor	West Hills College Lemoore

### 12. Recommendations of Advisory Committee

At each session of the Advisory Committee recommendations and opinions are sought for the improvement of our programs. It is with the utmost intent that each recommendation be considered in each and all merits, and where applicable, introduced into the appropriate area with the most productive and cost-effective result possible. (See attached example, additional minutes and agendas are available upon request).

## Criteria C: Curriculum Standards

### 13. Display of Proposed Sequence

Semester 1: CUL-50 (1), CUL-52 (3), CUL-55 (3), CUL-58 (2)	9 units
Semester 2: CUL-61 (2), CUL-60 (1), CUL-51 (1), CUL-64 (3), CUL-54 (2)	9 units
Semester 3: CUL-59 (3), CUL-57 (2), Electives (3), CUL-56 (2),	10 units
Semester 4: CUL-6 (1.5), HRCM-15X (3), Electives (3)	7.5 units

### 14. Transfer Documentation (if applicable)

The Chef Apprentice Certificate is not intended for transfer; however, many of the courses will be part of the Associate's in Science degree in Restaurant Management that is currently being developed.

## Criteria D: Adequate Resources

### 15. Library and/or Learning Resources Plan

Instructors shall meet with library and learning resource personnel on a regular basis, either in person, by phone, or e-mail, for the sole purpose of discussing necessary resources and requesting additional resources if needed. Additionally, library and learning resources were identified when the courses for this certificate went through the curriculum process and will be examined again during the college's required 5 year curriculum review of courses. Students have open access to research materials and technology in the West Hills College Lemoore Library and Learning Resource Center.

### 16. Facilities Plan

Our HRCM program is currently housed in rooms 841 and 833 and the facilities are adequate for the current needs of this certificate program. Additionally, new facilities are currently being planned, including a student center for the college, which will include updated NSF-approved culinary facilities that will help improve the quality of service and expand the HRCM and Culinary programs. This new building project has been under way for several years, and is anticipated to be completed within the next 1-2 years.

### 17. Financial Support Plan

In addition to general funds used to run Culinary classes, the certificate program will be further enhanced through VTEA funding, and collaboration with other grant funding sources for the

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WHCCD district including the Career Advancement Academy and other college grants related to Career Technical Education. Financial support for students is available through a number of grants (JOT, FAFSA, BOGG, Workforce, etc.), and future plans include development of industry grants for individual students and entire programs.

### **18. Faculty Qualifications and Availability**

There are currently only four adjunct or part-time instructors supporting the one director. The addition of the Chef Apprentice Certificate will require adding one to four additional adjunct instructors which will allow for expanded offerings and more concentrated student mentoring and accelerated completion of certifications and degrees. Qualifications for faculty include, but are not limited to, extensive experience in their chosen fields, current teaching credentials, and availability for class schedules. The HRCM coordinator who currently oversees all aspects of the program is Christian Raia who has current degrees and credentials in the field and over 20 years in the Hospitality Industry, including experience as an Executive Chef and Vice-President for a variety of hotels, restaurants, and resorts. Proposed full-time faculty persons should have a Master's degree and at least 10 years professional experience in the fields of hospitality, restaurant management and/or culinary arts.

## **Criteria E: Compliance**

### **19. Based on Model Curriculum (if applicable)**

None of the components of the HRCM and/or Culinary areas were developed using any other model. Since their inception, each area has grown as needs and opportunities were identified. As our programs expand we will continue to look at adding Basic Skills support in the areas of Math and English, potential learning communities, and contextualized learning to support our students both in the academic and vocational areas.

### **20. Licensing and Accreditation Standards**

Licenses and accreditation standards held by the HRCM and Culinary departments include, but are not limited to: American Culinary Federation, National Restaurant Association (Safety & Sanitation), National Science Federation, HACCP, HASA, and TIPS. The HRCM program is currently required to pass quarterly Kings County Health Department checks, and a quarterly review of the Ancel system is done by the Kings County Fire department. Students who participate in the Chef Apprentice Certificate courses will be required to complete a CUL 50 class which provides them with a Safety and Sanitation certificate which is reviewed annually by the coordinator of the HRCM program.

### **21. Student Selection and Fees**

The Chef Apprentice Certificate is an open enrollment certificate with no student selection requirements. Students are permitted to seek enrollment in any class of their choice, provided pre-requisites for specific classes have been met. To qualify for enrollment, a student must satisfy one of the following requirements: (1) high school graduation, (2) successful completion of the California High School Equivalency Examination or G.E.D., (3) attainment of adult status, 18 years of age, or (4) recommendation from the principal of the high school the student is attending and parental permission. Fees are due at the time of enrollment, or verification of financial aid qualification.

