CERRITOS COLLEGE

TO: Members of the Program Review Advisory Committee

FROM: Miriam Tolson, Program Assistant II

DATE: February 12, 2010

SUBJECT: Minutes of IPR meeting – February 2, 2010

In attendance at the meeting:
Mark Fronke
Angela Beck
Todd Gaffaney
Lorraine Gersitz
Nick Kremer
Cynthia Lavariere
Rachel Mason
Lola Rizkallah
Linda Rose
David Young

Absent:
Lorraine Edson-Perone
Christina Fernandez (Excused)
Shantal Voorwinden
Farid Wissa (Excused)

Guest(s):
Michael Pierini
Jenine Nolan
Jessie Lopez

Call to order – The meeting was called to order at 3:10 P.M.

1. Culinary Arts Presentation – Mark Fronke welcomed the presenters, Department Chair Michael Pierini, Instructor Jessie Lopez and Dean, Jenine Nolan. Lola Rizkallah and Cynthia Lavariere are the liaisons for the Culinary Arts Department. Lola commended Michael Pierini and his staff for making the process smooth. She indicated that the report was excellent and that she was very impressed. In addition she indicated that the food is delicious, and the expertise presented in catering events. The presentation is summarized as follows Summary of report following the minutes.

2. Review/Approve Minutes from January 19, 2010 Motion: Discussion: David Young noted the minutes should reflect that on the Discussion on Evaluating GE Courses should clarify that the discussion was about the contribution of G.E. courses
to students to obtain either degrees or certificates and that we as a college are currently not currently doing a good job of processing this. Action: It was moved by David Young and seconded by Farid Wissa to approve the minutes of 1-19-10.

**Action:** The committee unanimously approved the minutes of 1-19-10 as amended, save one abscenention by Lola Rizkallah

3. **Comments on Physics/Astronomy Draft** – Mark Fronke requested that the committee submit him feedback confirming they read the reports even if they do not have comments to send. The committee commended on the report and that it is great! The department will do a presentation during the next Program Review meeting on 2-16-10. Miriam Tolson will forward the Draft to the committee for their comments prior to the presentation.

4. **Items from the Floor** – Mark Fronke distributed a list of the 2010-11 Programs Under Review to the committee for review of the committee. This item will be on for the 2-16-10 agenda. There was discussion on the BCOT/BCOM items. The Reading Department is next on the list. Rachel Mason will follow-up, although she saw parts of it the beginning of the year she had not seen anything recently. The draft is due 2-9-10. Mark Fronke indicated that the Foreign Language department would follow. Todd Gaffaney will follow-up on this department. Mark requested that Nick Kremer to follow-up on the Plastics/Composites department and the core indicator concern. The committee recommended that the departments could curtail their reports by limiting the information provided based on the Program Review template.

5. **Adjournment** - The meeting adjourned at 4:15 P.M.

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**Next Program Review Meeting**

**Tuesday, February 16, 2010**

**3:00-4:30 P.M.**

**SS 141**

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**Culinary Arts Program Review Presentation Summary**

The Presenters Michael Pierini and Jessie Lopez gave a thorough presentation of the department. Jenine Nolan commended Michael and Jessie on their expertise in staying current in culinary industry and offering the upscale education to the Cerritos College Students. Michael followed the Program Review outline as delivered. He indicated that the encouragement they received from advisors was appreciated. Highlights of the presentation placed emphasis on the following topics. He indicated that the Program Review process gave him the opportunity to look back and review the data received for the future of the program. The Culinary Arts Department offers three courses. One which is independent, and the chef and pastry courses.

- Jenine Nolan commended Michael Pierini on the operations of the Program being based solely upon his expertise and professional opinions and providing an excellent education comparable to that of the private sector.
- Jenine Nolan informed the committee that what drives the curriculum is that Michael is very current in the culinary industry and maintains the drive through a
lifestyle of culinary knowledge from cooking techniques and equipment to international culinary awareness.

- Michael Pierini indicated that his main focus and guidance of the program is heavily on the education offered in private schools in which this is mirrored since this is the main competitor. This is also where the industry is going. Comparison with other Community Colleges is taken into consideration. L.A. Trade Tech and Orange Coast are the only other public higher education facilities in Southern California that offer this program. L.A. Trade Tech has been in force for approximately 83 years but is no longer mirrored since it has not updated their program as much as the private sector. These two community colleges are the only ones certified with the American Culinary Federation.
  - Students are able to complete the course for $2000. This remains one of the main goals of the department. There are many benefits to the students in this program including employable skills, high end education, and the ability to be an entrepreneur which attracts approximately 40% of the students.
  - OSHA Occupational Safety and Health Administration (OSHA) compliance was mentioned as well as it was noted that other than the State Department, which is topic specific and has no concerns regarding curriculum. Other than the state standards, there are no other regulatory standards to comply with.

- Questionnaires were given to students for documentation. Currently data is being compiled which will be beneficial to the growth of the department.

- GOALS for the department include:
  - Obtain certification from The American Culinary Federation which is a National Organization out of Florida and is highly recognized. The certification will provide recognition, job placement, and networking. This has been a 15 year goal for the past 15 years since the program inception. Currently the department is stagnated from obtaining this Certification due to:
    - Current environment in the department is unacceptable. The environment must be in line with industry standards – skills oriented
  - Implement recommendations (5 year goal).

- Concerns limiting the growth of the department includes:
  - Building/facility needs major renovation
    - Ample space is not available. Industry modules are not set-up as is standard in the industry. Students still obtain the instruction, but professional resume’s do not reflect this type of instruction.
    - Facility is not set-up as a learning environment and there are many physical risks involved.
    - David Young made suggestions on how the college could provide the students with documentation.

- Budget and Revenue
  - Revenue is generated daily however it should be reinvested into the students and not utilized for facility/institutional
items have not been provided by the college. Jenine Nolan indicated that she had to be persistent in order for the department to be in position to receive the revenue they are generating. This was quite a challenge over the years.

- Location of the department causes institutional assumptions regarding institutional facility issues
- The department facility has dire needs including extreme plumbing and hazard issues
- Instruction equipment and supplies are not provided by the institution. Concerns regarding normal instructional items expected to be obtained out of revenue

- Committee Questions and Comments
  - Linda Rose informed the department on the Accreditation Standards and the responsibility of the institution to follow those standards.
  - Recommendation of the department to reference these standards – which covers instruction.
  - David Young informed the committee that Michael Pierini has transformed the Culinary Arts Department.

**Motion:** Mark Fronke made a motion for the committee to approve the Culinary Arts Department Program Review: The motion was moved by David Young and seconded by Lola Rizkallah to approve the department Program Review: The committee unanimously approved the department.

Miriam Tolson will send the feedback form as the department’s evaluation of the Program Review process. Nick Kremer and David Young mentioned than this is among the only program other than cosmetology that generates revenue.