

CAHM 2008-09 Initiative: National Accreditation for the Culinary Arts AND the Hospitality Management Programs

Summary:

It is time to renew our accreditation with the American Culinary Federation (ACF) for the Culinary Arts Program and to initiate accreditation for the Hospitality Management Program through the Commission on Accreditation for Hospitality Management (CAHM). These accreditations can be done as a joint effort and this request would assist us pay costs associated with both these self-studies and the site visit.

Description:

- *Request:* This initiative is to successfully gain accredited status by making a joint application to the American Culinary Federation (ACF) for re-accredited status for the Culinary Arts Program and to the Commission on Accreditation for Hospitality Management (CAHM) for accredited status for the Hospitality Management Program. In order to accomplish this, we are requesting funding to pay the costs associated with these applications including: application fees (separate for each organization); research, writing, assembly, printing and postage of the self studies and a joint site visit.
- *Discussion:* On July 1, 2004. The Culinary Arts Program received accreditation by the American Culinary Federation (ACF). We were honored, at that time, with a five year approval. This is the longest period of approval extended by this organization. We need to submit our self-study and re-apply for renewed accredited status by January 1, 2009 or six months before the expiration of our original accreditation.
- A unique opportunity exists for our Hospitality Management program to piggy-back on this re-accreditation process with the ACF. The organization that provides accredited status for Hospitality Management programs (CAHM) has an arrangement with the ACF, which makes it possible to make a joint application to receive accredited status for the Hospitality Management Program as well. With the ACF re-accreditation process in the lead, it is possible to combine a number of the elements of each self study, thereby saving valuable time, energy and money. In addition the site visit is held jointly, with three evaluators representing the American Culinary Federation (ACF) and one evaluator representing the Commission on Accreditation for Hospitality Management (CAHM) for a two day visit.
- The importance and value of these accreditations for our programs cannot be understated. They provide distinct advantages for our students, our program, the college, as well as the culinary and hospitality industry communities we serve.

- *Our Students:* Students graduate with additional credentials from nationally recognized programs. Culinary graduates automatically receive

Certified Culinarian status as a result, largely due to the exhaustive list of competencies required to be covered in a program through ACF accreditation.

- *Our Program:* Following the accreditation approval in 2004, our Culinary Program experienced an immediate and sizable increase in the number of graduates in this program. The accreditation served as an incentive for students to finish the program and be able to add to their resumes that they were graduated from an ACF Accredited program.
- *College:* Accreditation for both programs provides a competitive advantage for enrollment in our programs. Currently, we are one of four other Culinary programs in the state that have been accredited by the American Culinary Federation (ACF). If we receive accreditation from the Commission on Accreditation for Hospitality Management (CAHM), we will be the only Hospitality Management program in the state (there are currently eight) to have this accreditation.
- *Culinary and Hospitality Management Industry:* With these two nationally recognized accreditation programs in place, employers are assured that our students obtain the knowledge, skills and abilities necessary for success in the culinary and hospitality workplaces. Our Advisory Committee is strongly supportive of both programs receiving and maintaining accreditation.

Strategic Direction

- Achieve and sustain fiscal stability.
- Build organizational capacity and systems to support student success and effective operations.
- Commit to a culture of assessment of programs, services and learning.
- Position Lane as a vital community partner by empowering a learning workforce in a changing economy.
- Promote professional growth and provide increased development opportunities for staff both within and outside the College.

Learning Plan Goals

- Create an Assessment Plan that provides a method for systematic and regular assessment of student learning at the program level and at the institutional level.
- Create innovative, flexible and collaborative programs that are responsive to current and emerging needs of students and employers.
- Enhance student success and retention

Student Affairs Plan Goals

- Assess the student experience from pre-enrollment through goal completion.
- Commit to a culture of routinely assessing programs, services, and learning to encourage continuous quality improvement.
- Enhance Recruitment Efforts.

College Council Priorities

- 1.b. Enrollment Management: Recruitment and Retention
 - 1.c. Enrollment Management: Workforce Development
 - 1.e. Enrollment Management: Increase Credit Enrollment Level
 - 2. Mandates: Assessment
 - 3. Efficiencies
 - 4.2 Responding to unit plans/council plans: Curriculum Development
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Questions and Answers

How is the initiative linked to the Unit Plans most recently submitted?

1. *How does it continue the achievement of those goals?*
2. *If this is a continuation of an initiative started last year, make sure that relationship is clear.*

How is this initiative linked to the efficiencies and productivities plans you had last year?

1. *How does it continue the achievement of these plans?*
2. *If this is a continuation of an efficiency or productivity plan started last year, make sure that relationship is clear.*

Accreditation for both the Culinary Arts Program and the Hospitality Management Program have long been goals of the Division. The initial accreditation from the American Culinary Federation (ACF) was funded from Carl Perkins moneys in 2003-04. We also anticipate that the accreditation of both programs will increase FTE, which is another valuable goal for our program.

Describe the resources needed:

Materials and Supplies \$

- Application and Accreditation Fees Combined (\$2,125.00)
- Printing and Binding of Self-Study (\$400.00)
- Postage for 6 Self-Studies (\$200.00)
- Presentation materials for Site Visit (\$200.00)

- Room rental at the CML for site visit (\$500.00)
- AV/Telecommunication needs for site visit (\$150.00)

Funding:Carl Perkins

Curriculum Development

- Curriculum development for Hospitality Management faculty will be needed specifically related to the CAHM Accreditation (100 hours)

Funding:Carl Perkins

Timesheet Staff

- A time sheet employee, at the project coordinator level, to assist in the research and writing for the self study; and prepare the presentation for the site visit. (\$3000.00)

Funding:Carl Perkins

Travel

- Airfare for four evaluators (\$1,600.00)
- Accommodations and Meals (\$960.00)

Funding:Carl Perkins

What specific measurable program outcomes do you expect to achieve with this initiative? The outcomes should be specific enough to be measurable. Also, outline the method that will be used to determine the results.

- An approved renewal of our accreditation from the American Culinary Federation (ACF) for another five year period. (Assessment: ACF Accreditation approval)
- An approved accreditation from the Commission on Accreditation for Hospitality Management (CAHM). (Assessment: CAHM Accreditation Approval)

Department Priority:

2

Unit Resources:

- Regarding the joint self-study, this effort will have input, some research and writing, oversight and supervision from existing managerial and classified staff including the Director, Administrative Coordinator, Administrative Aide,

Culinary Arts and Hospitality Management faculty and Special Projects Coordinator. This will total a minimum of 300 hours.

- The site visit will include a welcome reception (for 100) and dinner (for 30), hosted by our Division. The event will be produced and prepared by the Faculty and students of both the Culinary and Hospitality programs to showcase their considerable talents. The cost of this reception and dinner will be about \$1,875.
- In addition, we will rely on Advisory Committee members to obtain discounted or donated product for the reception/dinner and discounted lodging rates for our evaluators. We believe that we can estimate that the savings for lodging and meals for the evaluators to be about \$300.

Carl Perkins Funding Request

Is this a Career & Technical Education program approved by the state and offered through Lane for credit?

Yes

If not a Career & Technical Education program, does your request provide considerable support for students enrolled in these programs?

No

Do you have an advisory committee that meets 2-3 times per year?

Yes

If request is for personnel, will funds be used to replace an existing position?

No

How will funding this initiative increase or sustain the academic achievement and technical skills attainment (GPA of 2.0 or better) of Career and Technical Education students?

- We believe that accreditation from both these prestigious industry organizations motivate, encourage and energize students to do their best in the program. It is meaningful in the culinary and hospitality industry to have graduated from programs that have accreditation and students have a better chance of a successful job placement with these credentials.

- Accreditation also serves as an assessment tool and motivates the staff and faculty to review and improve the programs based on insights gained from this process.
- The rigorous standards that must be maintained to receive and sustain accreditation make our curriculum richer and more rewarding for our students. As an example, the required set of competencies in twelve different categories holds our program accountable for covering this comprehensive list of proficiencies. As a result, the student educational experience is enhanced

How will funding this initiative increase or sustain the number of CTE students that graduate or receive a one year certificate from Lane and help prepare the students for employment?

- As previously stated, we believe that accreditation gives our programs a competitive advantage. Students are more readily attracted to our program and this allows us to compete better at the statewide level. In addition, retention of students is increased as students are more willing to stay in our program in order to graduate with these credentials.
- Both these organizations were created by the culinary and hospitality industries that they serve. The standards, competencies and proficiencies that they require are those that the industry values and helps prepare students for employment in these industry sectors.

EQUIPMENT \$

Question Not Answered

COMPUTER HARDWARE \$

Question Not Answered

COMPUTER SOFTWARE \$

Question Not Answered

MATERIALS & SUPPLIES \$

3575

CURRICULUM DEVELOPMENT (Hours)

100

PART-TIME FACULTY \$

Question Not Answered

TIMESHEET STAFF \$

3000

TRAVEL \$

2560

Can this initiative be partially funded?

No

EQUIPMENT \$

Question Not Answered

(E) Explanation of effect of partial funding:

Question Not Answered

COMPUTER HARDWARE \$

Question Not Answered

(CH) Explanation of effect of partial funding:

Question Not Answered

COMPUTER SOFTWARE \$

Question Not Answered

(CS) Explanation of effect of partial funding:

Question Not Answered

MATERIALS & SUPPLIES \$

Question Not Answered

(MS) Explanation of effect of partial funding:

Question Not Answered

CURRICULUM DEVELOPMENT (HOURS)

Question Not Answered

(CD) Explanation of effect of partial funding:

Question Not Answered

PART-TIME FACULTY \$

Question Not Answered

(PF) Explanation of effect of partial funding:

Question Not Answered

TIMESHEET STAFF \$

Question Not Answered

(TS) Explanation of effect of partial funding:

Question Not Answered

TRAVEL \$

Question Not Answered

(T) Explanation of effect of partial funding:

Question Not Answered

Curriculum Development Funding Request

Technology Fee Funding Request