

## Advisory Committee Meeting Minutes Hotel/Restaurant Management

<b>CHAIRPERSON:</b> Mark Burden		
<b>MEETING DATE:</b> 11/15/02	<b>MEETING TIME:</b> 9:00am – 10:00am	<b>MEETING PLACE:</b> CYC – A106
<b>RECORDER:</b> Karen Musa		<b>PREVIOUS MEETING:</b> 5/3/02

### MEMBERS PRESENT:

### OTHERS PRESENT:

Name and Title		Name and Title		Name and Title	
	Brooke Brantley CCCC – full-time faculty		Mark Burden District Sales Manager Edward Don		Sharon Burnett CCCC – Asst. to the Dean
	Jennifer Carlin CCCC – Instructional Associate		Marty Cummins Chef Consultant Lemmons Company		Patty Daugherty Dir – HR Marriott Quorum Hotel
	Elizabeth Dillion CCCC – Culinary Student		Karl Haas Chef Consultant & Technical Advisory Swiss Chalet Fine Foods		John Hever Broker Forbes, Hever, & Wallace
	Karen Musa CCCC – Program Coordinator – Hotel/Restaurant & Culinary Arts		Noreen Parker Sales & Marketing Director Ace Restaurant Supply		Jo Rivers Corporate Sales Manager Plano Centre
	Russell Kunz CCCC – Program Coordinator – Management & Marketing				

Agenda Item	Action Discussion Information	Responsibility
Old Business:		
Culinary Class Attendance Policy	Feedback on the policy was positive – will continue to enforce in culinary classes	Brooke Brantley Jennifer Carlin Mark Burden

		Karl Haas Associate Culinary Faculty
<b>Continuing Business:</b>		
<b>Program Evaluation</b>	<p>Copy passed to every member present</p> <p>Main outcomes discussed:</p> <ol style="list-style-type: none"> <li>1. Need for full-time culinary arts person</li> <li>2. Program is dependent on the use of a high school kitchen, what if the high school wants to start using the same space?</li> <li>3. Lack of advertising and promotion of the hotel/restaurant management &amp; culinary program</li> </ol>	Hotel/Restaurant Management Program Evaluation task force
<b>Spring and summer class schedule</b>	<p>Presented to the board</p> <p>Additional culinary class being offered in the summer</p>	Karen Musa
<b>Welcome</b>	<p>Brooke Brantley is now the full-time culinary arts professor – started Nov. 11, 2002</p>	Karen Musa
<b>Update on Hotel/Restaurant &amp; Culinary Arts Facility</b>	<p>Possible locations:</p> <ol style="list-style-type: none"> <li>1. 15<sup>th</sup> St. Dart Rail Station</li> <li>2. SCC</li> <li>3. PRC</li> </ol> <p>Information gathering:</p> <ol style="list-style-type: none"> <li>1. J&amp;W – Denver</li> <li>2. Austin CC</li> <li>3. Houston CC</li> <li>4. Delmar CC</li> <li>5. St. Philips CC</li> </ol> <p>Nothing new to report as far as progress.</p> <p>Space allocation needs have been submitted to president Israel</p> <p>Advisory board will be notified if</p>	Karen Musa Brooke Brantley

	there is any progress. Karen Musa and Brooke Brantley to meet with president Israel on Dec. 12, 2002	
<b>Apprenticeship Program?</b>	El Centro program briefly reviewed. Challenges are: Finding apprenticeship sites that can accommodate the level of learning needed to successful fulfill the obligations of such a program <u>Idea needs further research</u>	Karen Musa Karl Haas Brooke Brantley
<b>Curriculum Decisions:</b>		
<b>Changes to curriculum</b>	1.HAMG 2305 to be replaced by HAMG 1324 in the dietary management certificate program 2. HAMG 1211 to be replaced with HAMG 1311 3.IFWA 1209 to be replaced with BIOL 1322  All members present are behind the recommended changes.	Karen Musa to defend at CAB committee meeting on Nov. 22, 2002
<b>Other</b>		
<b>Program activities</b>	Site visits by program coordinator Work shops attended – WECM & CHE Community activity by faculty and students	Karen Musa Jennifer Carlin Brooke Brantley
<b>Uniforms</b>	Available directly from the SCC bookstore for culinary students	Karen Musa

CHAIRPERSON SIGNATURE:

DATE:

NEXT MEETING: