

**OWENS COMMUNITY COLLEGE
SCHOOL OF BUSINESS, INFORMATION AND PUBLIC SERVICE
FOOD, NUTRITION & HOSPITALITY**

ADVISORY BOARD MEETING MINUTES

| Date: April 23, 2018 | | | |
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| Attendance: Matt Campbell, Andrani Nelson, Judy Loehrke, Janae Makowski, Gretchen Fayerweather, Michelle Doyle, Gil Evans, Ann Ebbert, Mary Grace Cuccia, Ann Theis, William Powell, Robert Wagner, Joann Gruner | | | |
| TOPIC | DISCUSSION | DECISION/ACTION | *ACTIONS TAKEN (from last meeting) |
| Welcome/Introductions Minute Approval | Minutes from May 8, 2017 Approved | | Approved |
| College Update | Dr. Steve Robinson selected as President/CEO for the College | Information | College hired new president. |
| Budget | Robert Wagner provided a recap of FY 2018 budget with discussion of new budget definition and proposed FY 2019 budget. | FY 2019 budget definitions result in FNH department picking up more maintenance contracts as part of lab expenses. | |
| Facilities and Equipment | Robert Wagner provided overview of equipment. Freezer units continue to be out of service frequently for tripping breakers, | Replacement of three freezers budgeted for in AY 2019 budget. | |
| Enrollment, Retention and Completion | <ol style="list-style-type: none"> 1. Enrollment <ol style="list-style-type: none"> a. Combined enrollment of 118 students in 2017 (headcount as of 14th day Fall 2017). Spring 2018 is 111 students b. Represents a 21.3% decrease c. Spring 2014, College wide enrollment was 14587 d. Spring 2018, College wide enrollment was 10397 (28% decrease over 4 years) | Information – monitor enrollment. | |

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| | <ol style="list-style-type: none"> 2. Graduation, Spring 2018 <ol style="list-style-type: none"> a. Culinary Arts – 4 graduates b. Hospitality Management – 4 graduates c. Culinary Art Certificates – 3 d. Baking and Pastry Certificates – 3 | | |
| Curriculum | <ol style="list-style-type: none"> 1. Minor changes to the curriculum were made this year <ol style="list-style-type: none"> a. Cleaned up pre and co-requisite information b. Added back FNH 212 in place of BUS 205, Human Resource Management c. Added new certificate option – Certified Dietary Manager. 2. Career Panels <ol style="list-style-type: none"> a. February – Chef Gil Evans, Compass Group b. March –Devon Rice and Chef Marshal Goldstein, Stonybrook Senior Living Community c. April – Ken Williams, COO and Chef Susan Devila, Executive Chef 3. Training opportunities <ol style="list-style-type: none"> a. Cherry St. Mission Ministries b. What are the training needs for NW Ohio? – Brainstorming Activity | Information. Conducted a training needs activity. See results attached. | |
| Outcome Assessment | <ol style="list-style-type: none"> 1. ACFEF requires assessment data be posted for the public. | | |

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| | <ol style="list-style-type: none"> 2. https://www.owens.edu/ie/program-review.html 3. 2018 Hospitality Management report out to the College. 4. Reviewed outcomes for Culinary | | |
| Accreditation | Annual report submitted for ACFEF | Available upon request | Approved by ACFEF |
| Open Discussion | <p>Internships and graduate placements</p> <ol style="list-style-type: none"> 1. Longhorn Steak House 2. Toledo Club 3. TGI Fridays 4. Renaissance Hotel 5. Great American Cookie Co 6. Chubby's Grill 7. Granite City Brewery <p>School of Business – Fiknete Shutina (Reti)</p> <ol style="list-style-type: none"> 1. Internship coordinator 2. Experiential Learning <ol style="list-style-type: none"> a. Hurricane Relief bake sale, which netted \$200 that was sent to the Texas Chefs' Association for Hurricane Harvey relief. b. FNH 240, Event Planning in December planned and implemented a Holiday Dinner for the Cherry St. Mission Ministries c. March 9, Chaine des Routisseur Scholarship Competition | | |

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| | <ul style="list-style-type: none"> d. March 23, Toledo Mobile Meals Chili Cook-off e. April 23, Chaine des Rotisseur dinner | | |
| Next Meeting | Fall 2018 | | |
| Adjournment | 5:10 p.m. | | |

Food Nutrition and Hospitality Advisory Board Industry Feedback Activity (23 April 2018)

During our meeting today, please take a few minutes to reflect on the following cues. Feel free to make notes over the course of our meeting.

1. What three skills do you most want to see in a new hire employee?
 - a. Knife skills
 - b. Safety & sanitation
 - c. Communication - fear of talking - inspire/motivate
 - d. Commitment/integrity
 - e. Customer service skills/sense of urgency
 - f. Perception of industry/day to day
 - g. Passion/sense of urgency
 - h. Critical thinking/taking initiative/working independently/with team/effective problem solving
 - i. Accept constructive criticism – open to learning – ask?

2. What three skills do you see lacking in new hire employees?
 - a. Personal accountability for actions
 - b. Interview prep – appearance/hygiene
 - c. Attendance – on time/prepared to work
 - d. Confidence in skills/knowledge – industry standard
 - e. Understanding production volume
 - f. Accept and learn from mistakes/failures

3. What topics were covered in your most recent professional development courses or conference?
 - a. Allergens
 - b. Sexual harassment
 - c. Nutrition labeling
 - d. Hepatitis A/Norovirus/E-coli
 - e. Misunderstanding millennials
 - f. Social media
 - g. IDDBA – Industry specific education
 - h. Shortages: Labor/management

| Last Name | First Name | Position Title |
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| Bredeson | Ken | Executive Chef |
| Campbell | Matthew | Adjunct Faculty, Alumni, Executive Chef – Valley Meals |
| Cuccia | MaryGrace | Executive Chef, Cherry St. Mission |
| Doyle | Michelle | Assistant Director Sales and Catering, Toledo Zoo |
| Ebbert | Ann | Sr VP Strategic Alignment, Cherry St. Mission |
| Evans | Gill | Chef Manager, Morrison Healthcare Group |
| Everhardt | Jamie | Assistant General Manager |
| Fayerweather | Gretchen | Associate Professor, Food, Nutrition and Hospitality, Owens Community College |
| Glover | Justin | Assistant Store Manager, Walt Churchill's Market |
| Hartson | Chad | Owner, Ice Creations |
| Hein | Brian | Executive Chef |
| Loehrke | Judy | Advisor, Culinary Arts Program, Owens Community College |
| Makowski | Janea | Instructor, Culinary Arts, Penta Career Center |
| Myers | Gordon | Instructor, Culinary Arts |
| Napierela | David | Instructor, Culinary Arts |
| Nelson | Andrani | Executive Chef, Maumee Bay Resort |
| Nixon | Chris | Executive Chef |
| Perry | Austin | Chef, AVI Foodservice, OCC |
| Parmelee | Rob | Instructor, Culinary Arts |
| Powell | Bill | Associate Professor, Food, Nutrition and Hospitality |
| Price | James | Dining Service Manager |
| Rhegness | James | Chef Instructor |
| Rosendaul | Mike | Executive Chef |
| Rousseau | Rob | Executive Chef |
| Shamy | Joseph | Director, Foodservice/Purchasing |
| Theis | Ann | Dean, School of Business, Information and Public Service |
| Valleroy | Kristy | Human Resource Manager |
| Frohlich | Dawn | HR Director |
| Woodruff | Madison | Catering Manager, Radison Hotel |
| Ziethlow | Julie | Executive Chef and Banquet/Events Manager |

Zimmerman

Angela

General Manager

Attendance – April 23, 2018