

**Program Information Report**

**School of Culinary Arts and Hospitality Management**

Find your passion in food, friends and elegant surroundings. Develop skills for an entry-level position in restaurant, hospitality or institutional settings. Whether your interests lie in pastry and wedding cakes, food preparation and marketing, or management of food service, these are the programs for you.

Washtenaw Community College offers programs at several levels for students who want to begin new careers, or advance in their existing careers. The first level is the certificate, which can vary from nine to thirty-six credits, depending on the field. Certificates generally prepare students for entry-level jobs.

The next level, an Associate in Applied Science, is available for some programs. For some career fields, it is possible to earn a certificate and an Associate in Applied Science degree in the same field. In these cases, the credit hours from the certificate can be applied to the credit hours needed for the Associate in Applied Science degree.

**Culinary Arts and Management**

Develop the skills necessary for a career in the hospitality industry.

**Baking and Pastry Essentials (CTBPAE)  
Certificate**

**Program Effective Term: Fall 2018**

In this introductory program, students will learn the science of baking, basic baking and pastry techniques, and food service sanitation. Emphasis is placed on safe food handling, storage and proper utilization of ingredients and equipment.

**Program Admission Requirements:**

Academic Math Level 2 or concurrent enrollment in MTH 067 or higher math course is required for enrollment in CUL 104.

| Major/Area Requirements |                        | (10 credits) |
|-------------------------|------------------------|--------------|
| CUL 104                 | Baking Science*        | 2            |
| CUL 110                 | Sanitation and Hygiene | 2            |
| CUL 114                 | Fundamentals of Baking | 3            |
| CUL 115                 | Fundamentals of Pastry | 3            |

**Minimum Credits Required for the Program: 10**

**Notes:**

\*CUL 104 requires Academic Math Level 2 or concurrent enrollment in MTH 067 (or higher MTH course).

**PROGRAM PROPOSAL FORM**

- Preliminary Approval** – Check here when using this form for preliminary approval of a program proposal, and respond to the items in general terms.
- Final Approval** – Check here when completing this form after the Vice President for Instruction has given preliminary approval to a program proposal. For final approval, complete information must be provided for each item.

|   |   |  |
|---|---|--|
| <p><b>Program Name:</b></p> <p><b>Division and Department:</b></p> <p><b>Type of Award:</b></p> <p><b>Effective Term/Year:</b></p> <p><b>Initiator:</b></p>   | <p><u>Baking and Pastry Essentials</u></p> <hr/> <p><u>Business and Computer Technologies: Department of Culinary Arts</u></p> <p><input type="checkbox"/> AA   <input type="checkbox"/> AS   <input type="checkbox"/> AAS</p> <p><input checked="" type="checkbox"/> Cert.   <input type="checkbox"/> Adv. Cert.   <input type="checkbox"/> Post-Assoc. Cert.   <input type="checkbox"/> Cert. of Comp.</p> <p><u>Fall 2018</u></p> <p><u>Carol Calder Deinzer.</u></p>  | <p><b>Program Code:</b></p> <p style="font-size: 1.2em; color: blue;">CTBPAE</p> <p><b>CIP Code:</b></p> <p style="font-size: 1.2em; color: blue;">12.0501</p>   |
| <p><b>Program Features</b><br/>                 Program's purpose and its goals.<br/>                 Criteria for entry into the program, along with projected enrollment figures.<br/>                 Connection to other WCC programs, as well as accrediting agencies or professional organizations.<br/>                 Special features of the program.</p> | <p>This is a skill-specific certificate. It is meant to be an entry-level certificate for the beginner or those currently working in the foodservice industry who want to improve their skills.</p>   |  |
| <p><b>Need</b><br/>                 Need for the program with evidence to support the stated need.</p>  | <p>This is an opportunity to acquire basic baking/pastry knowle4dge and proves an introduction to baking and pastry arts. In the past several years, local companies have discussed with WCC a need for a smaller certificate for their employees to improve their education and skills.</p>  |  |
| <p><b>Program Outcomes/Assessment</b><br/>                 State the knowledge to be gained, skills to be learned, and attitudes to be developed by students in the program.<br/>                 Include assessment methods that will be used to determine the effectiveness of the program.</p>   | <p><u>Outcomes</u></p> <ol style="list-style-type: none"> <li>1. Identify proper food storage techniques as well as food pathogens, cross-contamination, personal behavior and physical and chemical contaminants that cause food-borne illness.</li> <li>2. Identify ingredient use and apply the formulas, weights and measurements used in the bakeshop.</li> <li>3. Demonstrate the principles of yeast and quick bread, cakes, pies and cookie production.</li> <li>4. Demonstrate the principles of yeast doughs, lamination, cakes, frozen desserts and tart doughs production.</li> </ol> | <p><u>Assessment method</u></p> <ol style="list-style-type: none"> <li>1. ServSafe certification exam from the Educational Foundation of the National Restaurant Association</li> <li>2. Final Exam</li> <li>3. Competency Checklist</li> <li>4. Competency Checklist</li> </ol> |

| <p><b>Curriculum</b></p> <p>List the courses in the program as they should appear in the catalog. List minimum credits required. Include any notes that should appear below the course list.</p> | <p><b>First Semester</b></p> <p>CUL 104 Baking Science *<br/> CUL 110 Sanitation and Hygiene</p> <p><b>Second Semester</b></p> <p>CUL 114 Fundamentals of Baking<br/> CUL 115 Fundamentals of Pastry</p> <p>Program total</p> <p>* CUL 104 requires Math Academic Level II or MTH 067 or higher; may enroll concurrently</p>  |               | <p>2 credits<br/> <u>2 credits</u><br/> 4 credits</p> <p>3 credit<br/> <u>3 credit</u><br/> 6 credits</p> <p>10 credits</p> |  |                |               |         |      |      |                 |   |   |                     |   |   |                      |   |   |       |   |   |                |             |             |
|--|---|---------------|---|--|----------------|---------------|---------|------|------|-----------------|---|---|---------------------|---|---|----------------------|---|---|-------|---|---|----------------|-------------|-------------|
| <p><b>Budget</b></p> <p>Specify program costs in the following areas, per academic year:</p>   | <table border="1"> <thead> <tr> <th></th> <th>START-UP COSTS</th> <th>ONGOING COSTS</th> </tr> </thead> <tbody> <tr> <td>Faculty</td> <td>\$ .</td> <td>\$ .</td> </tr> <tr> <td>Training/Travel</td> <td>.</td> <td>.</td> </tr> <tr> <td>Materials/Resources</td> <td>.</td> <td>.</td> </tr> <tr> <td>Facilities/Equipment</td> <td>.</td> <td>.</td> </tr> <tr> <td>Other</td> <td>.</td> <td>.</td> </tr> <tr> <td><b>TOTALS:</b></td> <td><b>\$ .</b></td> <td><b>\$ .</b></td> </tr> </tbody> </table> |               |   |  | START-UP COSTS | ONGOING COSTS | Faculty | \$ . | \$ . | Training/Travel | . | . | Materials/Resources | . | . | Facilities/Equipment | . | . | Other | . | . | <b>TOTALS:</b> | <b>\$ .</b> | <b>\$ .</b> |
|  | START-UP COSTS  | ONGOING COSTS |   |  |                |               |         |      |      |                 |   |   |                     |   |   |                      |   |   |       |   |   |                |             |             |
| Faculty  | \$ .  | \$ .          |   |  |                |               |         |      |      |                 |   |   |                     |   |   |                      |   |   |       |   |   |                |             |             |
| Training/Travel  | .   | .             |   |  |                |               |         |      |      |                 |   |   |                     |   |   |                      |   |   |       |   |   |                |             |             |
| Materials/Resources  | .   | .             |   |  |                |               |         |      |      |                 |   |   |                     |   |   |                      |   |   |       |   |   |                |             |             |
| Facilities/Equipment   | .   | .             |   |  |                |               |         |      |      |                 |   |   |                     |   |   |                      |   |   |       |   |   |                |             |             |
| Other  | .   | .             |   |  |                |               |         |      |      |                 |   |   |                     |   |   |                      |   |   |       |   |   |                |             |             |
| <b>TOTALS:</b>   | <b>\$ .</b>   | <b>\$ .</b>   |   |  |                |               |         |      |      |                 |   |   |                     |   |   |                      |   |   |       |   |   |                |             |             |
| <p><b>Program Description for Catalog and Web site</b></p>   | <p>In this introductory program, student will learn the science of baking, basic baking and pastry techniques, and food service sanitation. Emphasis is placed on safe food handling, storage and proper utilization of ingredients and equipment.</p>  |               |   |  |                |               |         |      |      |                 |   |   |                     |   |   |                      |   |   |       |   |   |                |             |             |
| <p><b>Program Information</b></p>  | <p><b>Accreditation/Licensure</b> – ServSafe Certification.</p> <p><b>Advisors</b> – Carol Calder Deinzer and Sharyl Politi.</p> <p><b>Advisory Committee</b> – Culinary Arts Advisory Committee</p> <p><b>Admission requirements</b> – Academic Math level 2 or enrollment in MTH 067 or higher course is required for enrollment in CUL 104</p> <p><b>Articulation agreements</b> – None</p> <p><b>Continuing eligibility requirements</b> - none.</p>  |               |   |  |                |               |         |      |      |                 |   |   |                     |   |   |                      |   |   |       |   |   |                |             |             |

**Assessment plan:**

| Program outcomes to be assessed  | Assessment tool                | When assessment will take place | Courses/other populations | Number students to be assessed |
|--|--------------------------------|---------------------------------|---------------------------|--------------------------------|
| 1. Identify proper food storage techniques as well as food pathogens, cross-contamination, personal behavior and physical and chemical contaminants that cause food-borne illness. | 1. ServSafe certification exam | Fall 2019                       | All sections of CUL 110   | All students                   |
| 2. Identify ingredient use and apply the formulas, weights and measurements used in the bakeshop.  | 2. Final Exam                  | Fall 2019                       | All sections of CUL 104   | All students                   |
| 3. Demonstrate the principles of yeast and quick bread, cakes, pies and cookie production.   | 3. Competency Checklist        | Fall 2019                       | All sections of CUL 114   | All Students                   |
| 4. Demonstrate the principles of yeast doughs, lamination, cakes, frozen desserts and tart doughs production.  | 4. Competency Checklist        | Fall 2019                       | All sections of CUL 115   | All Students                   |

**Scoring and analysis plan:**

1. Indicate how the above assessment(s) will be scored and evaluated (e.g. departmentally-developed rubric, external evaluation, other). Attach the rubric.

ServSafe is scored by the 3<sup>rd</sup> party vendor. Final exams will be scored using an answer key. Competency Checklists will be scored using a departmentally-developed rubric.

2. Indicate the standard of success to be used for this assessment.

70% of students will score 70% or higher.

3. Indicate who will score and analyze the data.

**Departmental Faculty**

| REVIEWER  | PRINT NAME        | SIGNATURE | DATE    |
|---|-------------------|-----------|---------|
| Department Chair/Area Director  | Derek Anders, Jr. |           | 1-5-18  |
| Dean  | Eva Samulski      |           | 1-9-18  |
| Curriculum Committee Chair  | DAVID A. WOOSTEN  |           | 3-14-18 |
| Vice President for Instruction<br><input type="checkbox"/> Approved for Development<br><input checked="" type="checkbox"/> Final Approval | Kimberly Hurns    |           | 3/15/18 |
| President   | Rose Bellanca     |           | 4/17/18 |
| Board Approval  |                   |           | 5/22/18 |