



Assessment Report

PART 1: CONTACT & PROGRAM IDENTIFICATION

Report Year and Contact Information:		
2019-2020	James Clapp	sclapp@cnm.edu
Academic Year	Contact Person	Email

Name of Program:	Courses:
Culinary Arts AAS Degree: Beverage Management	BEV BEV BEV BEV BEV CULN CULN 1100 1130 1140 1160 1192 1003 1100 CULN CULN CULN CULN HT 1111 HT 2201 1110 1112 1130 1132

PART 2: PROGRAM SUMMARY

Provide a high-level review of the program to include highlights, successes, challenges, significant changes, and significant resources needed to support the program.
This is a new program with limited degree awards currently. More analysis will occur as we progress. It should be noted all courses are embedded in other certificates and degrees as well.

Part 3: DATA REVIEW

Program Data (Each Review Year is defined as Summer, Fall, and Spring terms)	Review Year 19-20	Review Year 18-19	Review Year 17-18
Annual number of graduate awards is greater than 10		1	
Number of declared majors	6	2	5
Average class size	18	17	17
Annual Average class retention rate is 70% or above (SAGE 65%)	90%	90%	91%
Annual C-Pass rate for coursework is 60% or above	74%	80%	80%
Average class fill rate at 60% or above capacity within a term or over a year	72%	64%	67%
Transfer numbers/percent	0%	0 (0%)	0%
Full-time to part-time faculty ratio	43: 17	42: 15	39: 18

Summarize how your program met or did not meet the target measures based on the data above.

This is a new concentration and to date there is limited data. All classes in this concentration are embedded in other certificates or degrees.

Part 4: PROGRAM LEARNING OUTCOME ANALYSIS.

Learning Outcome	Population or Course(s) Assessed	Assessment Methods	Summary of Assessment Results
<p>1. Demonstrate hygiene and sanitation standards in a kitchen setting. Describe basic principles of sanitation, safety, and procedures to determine and monitor critical control points in a professional foodservice setting.</p>	<p>CULN 1110, CULN 1112, CULN 1130, and CULN 1132.</p>	<p>Practical exam, In-class activities, and Instructor observation.</p>	<p>The target was met for this assessment. In the lab setting students were generally successful in the areas of safety and sanitation.</p>
<p>2. Demonstrate knowledge of the fundamentals of baking science by preparing a variety of products according to standard recipes using proper hand, tool, and equipment techniques</p>	<p>CULN 1130, and CULN 1132.</p>	<p>Practical exam, In-class activities, Portfolio, and Instructor observation.</p>	<p>Exceeded target of 75% of students achieving mastery. 100% of students met target.</p>

Learning Outcome	Population or Course(s) Assessed	Assessment Methods	Summary of Assessment Results
3. Demonstrate the ability to prepare a variety of hot and cold food products according to standard recipes as well as application of basic cooking methods using proper knife, tool, and equipment techniques	CULN 1110, and CULN 1112.	Practical exam, In-class activities, and Instructor observation.	Missed target of 75% mastery by small percentage (2.5%). The slight miss of target is primarily from CULN1110 results. For 19/20 we made significant updates to the CULN1110 curriculum and added a new instructor. These changes are intended to better align our curriculum with ACFEF accreditation and industry needs. We will continue to monitor results and revisit in the future.
4. Describe and evaluate organizational structures, leadership styles, and personnel management techniques as they apply to a wide variety of hospitality operations	CULN 1110, and CULN 1112.	Standardized test, and Homework assignments.	Success rate was significantly higher than target (88.4% success rate with a score above 70%).
5. Describe and evaluate procedures for proper purchasing, receiving, storage, and control of food and non-food items; apply knowledge of quality standards and regulations to purchasing decisions	HT 2201.	Standardized test, and Homework assignments.	This target was not achieved. Overall students missed the target by 11%. We have identified some issues with where in the curriculum these measurements are occurring.

Learning Outcome	Population or Course(s) Assessed	Assessment Methods	Summary of Assessment Results
7. Describe the elements of a high-quality customer service system; perform dining room service functions using a variety of types of service	HT 1111.	Certification exam.	Success rate was significantly higher than target (83% success rate with a score above 70%).
8. Identify styles, production methods and service of a variety of alcoholic and non-alcoholic beverages; explain laws and procedures related to responsible alcohol service	BEV 1160.	Final Exam, Certification exam, and Homework assignments.	Results for the standardized exam were higher than the target. However, the target for other criteria were not met.

Interpretation of Assessment findings
<p>We continue to find a strong level of overall student success. There were some missed targets this cycle that will require us to reexamine some curricular areas to assess any shortcomings. In the previous cycle we met all targets so we will need to do a deep dive into what caused the missed targets where there were no changes in assessment methods. In most instances the courses were taught in the same manner (and mostly by the same instructors) as the prior year. The abrupt change to face-to-face classes in the spring caused by COVID-19 could be a large factor. We did see a number of students drop or take incompletes. In addition, it is likely that students' overall success (even for those that completed the term) was negatively impacted by COVID-19 changes.</p> <p>The primary curriculum changes during 2019/20 was a complete overhaul of CULN1100 and CULN1110. The assessment results for this cycle are a bit lower than past years and these changes may have had some impact. We also shifted instructors for these courses in this cycle and that may also play some role. At this point, it is likely we will need to assess these courses over the next cycle or two to determine if there is a fundamental curricular issue or if the success rate will increase as the changes are more integrated.</p>

We continued to have high level success in many areas and saw improvement in several. One secondary level where improvement was in our Safety and Sanitation class. While our overall success rate dropped a bit below target our online success rate improved considerably.

Part 6: ADDITIONAL ACTION PLAN IN SUPPORT OF STUDENT LEARNING (IF APPROPRIATE)

Upcoming year	Changes planned for the upcoming year	Data motivating this change
2020-2021	Revisions to in lab competencies/assessments to bring our program into compliance with ACEF changes.	No specific data is motivating this change. At the beginning of 2020, our accrediting organization modified their assessment criteria. This will require some modifications too our curriculum in the lab.
2020-2021	Revisit cycle plan outcomes in areas where we greatly surpassed the target or missed the target to determine if current assessments are the proper measures.	This year our accrediting body significantly revised assessment measures. That in combination with an unusual swing of our SAAC assessment results has led us to the conclusion we should revisit our cycle plans in the coming year to evaluate whether current assessed outcomes need revisions.
2020-2021		

Please Select all the following that characterize the types of changes described in the above action plan:

- Assessment criteria revision
- Assessment methodology revision
- Assignment revision
- Budgetary reallocation
- Change in teaching approach
- Course content revision
- Curricular Revision
- Faculty training/development
- Process revision

Part 6: COMMENTS

Use this section to record any comments, notes, or questions from individuals who reviewed this report.
School Dean:
SAAC Representative: