

**Culinary Arts Advisory Committee**

**Meeting Agenda**

Date: Wednesday, February 6, 2013

Time: 2:30-4:00p.m.

Meeting Room Location: Clark Dining Room Gaiser Hall

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| **Agenda Item** | **Expected Outcome** | **Time** |
| 1. Call Meeting to Order – Committee Chair | N/A | 5 min. |
| 1. Welcome and Introductions – Committee Chair | New members/guests introduced | 5 min. |
| 1. Approval of Minutes from Last Meeting - Chair | Corrections indicated and/or approval of minutes as written. | 5 min. |
| 1. Office of Instruction Updates- Advisory Committee Business-Dedra Daehn  * Review of committee membership * New member training * Perkins funding update * Worker retraining update | N/A | 15 min. |
| 1. Director/division chair Report  * Cooking student program update-Daryl * Management program update-Tierre * Health Restaurant Program (HRP)-Daryl * Reports from industry |  | 10 min. |
| 1. Vision 2020-Genevieve Howard |  |  |
| 1. Old Business-Follow-up-Committee Chair |  | 10 min. |
| 1. New Business-Task Force Agenda-Division Chair/Unit Dean | New business items are addressed by the committee. | 20 min. |
| 1. Outline Work Plan-Committee Chair & Program Director/Division Chair  * Develop equipment/small wares needs based on new food service design and input from industry * Review new curriculum when finalized | Implement strategies as outlined in work plan. If necessary, identify work groups. | 20 min. |
| 1. Summary of follow-up action items and adjournment – Committee Chair | Summary of follow-up actions communicated to the committee. | 5 min. |
| 1. Establish next meeting date – Committee Chair | Meeting date established. | 5 min. |