

**PROFESSIONAL BAKING ADVISORY COMMITTEE**

**MEETING MINUTES**

**Tuesday, May 8th, 2018 \* 2:30-4:30 p.m.**

**PUB 258B**

**Members Present**; Bonnie Brasure, Committee Chair, Bleu Door Bakery, Chris Frazier, Little T American Baker; Haley Smith, Bakery Manager Trifecta Taver

**Members Absent**: Tim Briare, Westco Bakemark; Jesse Dodson, New Seasons Central Bakery,

Lisa Withers, Food Blogger,

**Clark College**: Alison Dolder, Professional Baking Department Head & Instructor; Shannon Jackson, Advising; SueAnn McWatters, Program Specialist – Advisory Committees

Committee Co-Chair Bonnie called the meeting to order at 2:41 p.m. and the committee members introduced themselves.

**Minutes of the Previous Meeting**

*As a quorum was not present, the minutes of November 7, 2017 were sent for electronic approval. The minutes were approved as of June 1, 2018.*

**Next Meeting Date**

The committee will next meet on **Tuesday, November 6th 2018.**

Advisory members are needed for the committee. We need to have folks attend meetings so a larger group over-all might be helpful and we can keep quorum low.

**Office of Instruction Announcements**

**Welcome SueAnn McWatters,** for those who may not have met SueAnn, she is the new Advisory Coordinator. The position was formerly held by Nicola Farron, and she started in January of this year providing meeting coordination and support to the twenty-seven Career and Technical Education Advisory Committees in addition to administrative support in the Office of Instruction. Sue Ann comes to us most recently from WSU Vancouver where she worked in the College of Business, Finance and Operations, and Development and Alumni. She is a former Clark student and graduate of WSUV, attaining a Bachelor’s in Business Administration.

**Healthy Penguin Walkabout** Saturday June 2, 2018, registration opens at 9:00 with the event beginning at 10. Community members and anyone interested in good health are invited to participate in this FREE event to stroll the beautiful campus and receive free health assessments.

**Spring Recognition event** planned for Wednesday, June 13th. The event will be held in the somewhere on campus (TBD). Our opportunity to share some refreshments and acknowledge and thank each of our community advisory members for their service to the college. Watch for a save the date, coming to your email soon.

Alison mentioned that Shannon is the new advising specialist for professional baking and cuisine. As we are implementing guided pathways, the program has clearly communicated with the students. The hope is to get them on the right path, taking the proper classes and get them out working.

**New Full Time Faculty**

Alison stated that the program originally had one full-time faculty and 4 part-time technicians. The program was then remodeled so that there is full time faculty and adjunct faculty. The technicians were at 80% FTE (32 hours/week, permanent benefited). We also had a 1050 hour (17 hours/week, no benefits) positions. The work was way too much for ONE full-time faculty considering all the outreach, time spent on campus, and getting everything running in the morning. There wasn’t enough money in the budget to hire another full time faculty, so there was discussion about hiring two adjunct faculty who both be benefited. It was decided that instead of hiring the 80% benefited technicians, we would hire another full time faculty member and keep the 1050 hour position. There will now be TWO full time faculty members. This will give the program another person who can fill in for those that don’t get paid for their overtime. Professional Baking currently has more students than cuisine, so it’s very beneficial to have more than one faculty putting in the work.

**Initial Contact with RBA (Retail Bakers of America)**

Allison explained that the program wants to allow students to test for certification right here rather than travel. Clark had first contact with the RBA, and next is the Baker’s Guild. We sent them a video of the new space and supplies. They emailed back and asked when they could do the first test. There is one stonewall: Kendal College doesn’t charge people to use its facility and most of the ingredients are donated. Clark is a state school so we aren’t able to let students use the facility for free and also can’t give out ingredients. We are working toward possibly co-sponsoring with the RBA as long as the program and students would benefit and none of the faculty would get any gratuity. Clark catered a recent colleges and universities culinary event and many of the colleges wanted a tour of the facility at the end. Many of them want to start their own culinary programs.

**Retail Bakery**

Alison spoke on how the retail bakery is doing. The retail space fall under food service operations. Retail is where the program showcases the student’s work. In the past, there was a resale budget and an instruction budget. There are lots of plans and ideas that the program is wanting to do, however the program doesn’t have control of the budget and has to go through other people. If the program doesn’t have resale, it would be demo only and nowhere to sell the actual product.

Hours of operation are still 7:00-11:45am. It makes upwards of $600.

It’s hard to find good employees. The program just hired two more work studies students (one is a general student and the other is a student in the program). Next spring/summer hours are cut shorter so people are looking for jobs. Students are only able to work 17 hours/week. If students are an hourly employee of the school, they have to go through the school in job opportunities and apply through the website. The hard part is finding trained experience (barista, customer service, etc.). Students can be off campus or on campus workers.

In the last three weeks, over $2,000 was made off of coffee, juice, pastries, and baking. If we do decide to stay open until 4:00pm, the amount could double.

* 1. **Year Equipment List**

Alison mentioned that every department head has to have an item list for equipment for all of CTE. It’s odd to be a totally remodeled facility but need a full refrigerator for all the product and back up. A few other pieces needed:

* Commercial dehydrator
* Commercial canner (hope to have a food preservation program in the future)
* Heating unit in the back of the proof box.

We just got the second Baxter oven fixed. The original technician who installed the new one fixed it; the convection fan was running backwards. We also received another gallon brewer ($900/piece) to take all of the coffee and move it over to food services. Students are learning how much ingredients cost. Many of these students want to open their own place and it’s good for them to realize how much things cost.

**Industry Updates**

Haley has been at her current job for the last two years. Things have been going well with a few growing pains. It’s a very small crew with a lot to do. They will need more retail growth in order to be able to add staff or do internships. There is a small bakery counter within the restaurant; very intimate and lots of multi-tasking.

Chris is very busy with two locations. There is some turnaround and new faces. He could use more people but can’t justify spending the money. A friend’s restaurant recently closed and is getting rid of a Polin Two Deck Oven and an ABS spiral mixer: $10k for everything. The oven fits two full sheet trays. Bonnie seemed very interested in the equipment.

Bonnie is opening up another restaurant. Rent is the hard part. They are open at night 3 nights/week and have a pop up (100% vegan restaurant) bistro. They have backed out of all wholesale. Local restaurants desperately want breads; they are shifting gears more towards that market.

Meeting adjourned at 3:30pm.

Prepared by SueAnn McWatters