

**PROFESSIONAL BAKING ADVISORY COMMITTEE**

**MEETING MINUTES**

**Tuesday, April 16th, 2019 \* 2:30-4:30 p.m.**

**GHL 213**

**Members Present**; Tim Briare, Westco Bakemark; Chris Frazier, Little T American Baker; Josh Svenhard, Eurobake Bakery; Haley Smith, Bakery Manager Trifecta Tavern;

**Members Absent**: Bonnie Brasure, Committee Chair, Bleu Door Bakery; Jesse Dodson, New Seasons Central Bakery; Lisa Withers, Food Blogger

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

Tim called the meeting to order at 2:37 p.m. and the committee members introduced themselves.

**MINUTES OF THE PREVIOUS MEETING**

*The minutes of November 6, 2018 were presented for approval. Tim Briare motioned to approve, Haley Smith seconded, and was unanimously approved.*

**NEXT MEETING DATE**

The committee will next meet on **Tuesday,** **October 1st, 2019 at 2:30pm**

*The meeting was rescheduled to winter term on Tuesday, February 25th, 2020 at 2:30pm.*

**ELECTIONS OF CHAIR/VICE CHAIR**

Tabled to the next meeting.

**OFFICE OF INSTRUCTION ANNOUNCEMENTS**

Cathy made the following winter announcements:

She presented the Professional/Technical inserts that were distributed to the community through The Columbian newspaper.

She provided a brief update about what is happening on campus with Pathways work, the publication of the insert in February, the upcoming transition from our legacy computer system to the People Soft system that will be used statewide and pending budget decisions. Committees are asked to curtail scheduling meetings during the last two weeks of October to allow for this switch.

Due to low enrollment the campus will see a significant budget reduction in 2019-20, with programs being eliminated. This will incur additional faculty and staff cuts. Cathy’s position is one that will be eliminated, ending June 30, 2019, so this will be her final advisory meeting.

Bob Knight is retiring at the end of August. There will be an interim president for all of the 19-20 year.

ECD does customize training for those who are already working and want to come in and get more education. They would work together with Alison to support an upskill training. However, ECD doesn’t run a program for bakers specifically, it would need to be a need from the community AND it wouldn’t count as credit.

OCI is still taking students.

**NEW FULL TIME FACULTY**

Melanie Templeman started in the winter quarter and it has been going very well. She has great experience for the café and retail merchandising. Alison Dolder was able to let her handle it all. She is setting up a coffee class with the roaster and will be doing a series of short coffee classes. She does all the scheduling and ordering.

Tim Briare asked about the staff situation. Alison Dolder and Melanie Templeman are the only full time faculty, however Melanie is a full time temporary (contract to contract, quarter to quarter). Sonia Schell, Ian Titterton, and Jaquie Milam are part-time. One of Sonia’s classes was cancelled due to low enrollment. She is teaching about 16 hours/week and Ian and Jaquie are working about 8 hours/week.

Tim Briare then asked about where the proceeds from the café go to. Alison Dolder stated that it is split 80/20; 80% to instruction and 20% to retail. There isn’t any extra money left over.

**INTERNSHIPS**

The program has its first graduating class. Half of the students are doing internships and the other half are doing a capstone contract. After five weeks, they will switch. Alison Dolder contacted all of the companies to create internships. They added Ilani to their partnerships. She told the students to keep an open mind, which has been going well. A few of them have been somewhat surprised by how monitored they have been.

The program will potentially have an open house and invite all of the businesses in to tour the facility.

**Action Item:**

* **Provide and schedule tours for new members**

**CAPSTONE PROJECT**

Each student will set up their own display. Alison Dolder would love to have people come from the industry to evaluate. Faculty will base their grade on taste and the industry will evaluate based on appearance. This is the first time the program is doing the capstone so any suggestions would be great. Alison is very open to ideas.

There is no speaking or oral presentation. There will be a closed room for the evaluators and then it will open to everyone. This started the first day of the quarter. The first presentation will be on Thursday, May 9th, 2019. In PUB 161. Faculty provide suggestions and feedback.

Cathy Sherick stated that many industry members are wanting those who have those soft skills and being able to communicate well with clients.

Chris Frazier mentioned that while working with these students, he provides the opportunities and equipment, however he wants a clear understanding of what their end goal is. College is “I know how to do this,” while the baking industry is “I love to do this.” Haley Smith agreed that skill level doesn’t matter if employees can’t back it up with communication.

The committee spoke on working together to potentially start coming into classes to speak to the students about the day to day work.

Social media seems to be a very important piece for marketing. The program decided to take photos and have ComMark post it on the site. Clark is working with businesses to help promote the bakery and cuisine.

**CERTIFICATION**

The Retail Bakers of America (RBA) certification is a goal for the program. Many of the students as well as other bakers in the area want to apply for it.

Cathy Sherick spoke on the Perkins grant that helps pay for these types of certifications.

The program will check with Workforce and WorkSource office to help get support.

**BOOSTING ENROLLMENT**

Unfortunately, the cake decorating class was cancelled due to low enrollment. The goal for the college has been and will continue to be to increase enrollment.

**INDUSTRY UPDATES**

Chris Frazier noticed that the Portland landscape for bakers seems to be changing. Little T American Baker is growing and more people are around spending money. Food is popular here. Haley Smith agreed that there are definitely more new bakeries opening. The industry is growing, however it is still hard to find qualified employees. Having a facility like Clark College and being able to merge education and industry is important. It is difficult at times to provide internships.

Josh Svenhard has worked in all aspects of the bakery industry. People want an identity so that they have a unique customer base. Quality is also very important.

The industry members all agreed that so few people walk in with all of the skill sets. Many of their skills are siloed. Haley Smith stated that there’s something to be said about being focused on one skill set.

Alison Dolder explained that she wants to do a recap of what we’ve done in the first two years and continue to get feedback from the industry. Many students don’t have the sense of urgency.

Meeting adjourned at 4:02pm.

Prepared by SueAnn McWatters