

PROGRAM INFORMATION	Program	Culinary Academy of South Dakota
	Submitted by:	Tim Goldammer
	Year	2023-2024
	Date of Review	2024-01-05
	Form Key	b67619f3-f19e-4a19-972e-941d4ff1c316
PROGRAM OUTCOMES	Explain how program outcomes were reviewed this year (i.e., input from advisory board, instructors, students, etc.) and changes made, if any:	Reviewed equipment list, and purchased new rack oven, dough sheeter, under grill cooler and different steam kettle jacket. Not a change to outcome specific, but to meet the needs seen in industry.
	Outcomes are up to date in WIDS and on the program's web page	No
SYLLABI	ADA Statement	Yes
	Competencies	Yes
	Course Description	Yes
	Course Title and Number	Yes
	Credit Hours	Yes
	Freedom of Expression Statement	Yes
	Grading Criteria	Yes
	Instructor	Yes
	Academic Integrity Policy	Yes
	Nondiscrimination Statement	Yes
	Office Hours/Contact Information	Yes
	Prerequisites	Yes
	Required Text(s)	Yes
	Syllabi Up to Date in WIDS	Yes
Explain which syllabi were reviewed this year; input received from advisory board, instructors, students, etc. regarding course objectives and textbooks used; and changes made, if any.		
PROGRAM COMPETENCIES	Explain how competencies were reviewed this year (i.e., input from advisory board, instructors, students, etc.) and changes made, if any:	Competencies have not changed, planned review in May 2024.
	WIDS Up to Date	No
COURSE ASSESSMENTS USED IN PROGRAM CHECKLIST	Capstone	No
	Class Participation	Yes
	Clinical/internship observations	Yes
	Examinations	Yes
	Comprehensive Final Exams	Yes

	Journals	Yes
	Lab Demonstrations	Yes
	Oral Examinations/Presentations	Yes
	Other Projects	No
	Peer Evaluations	Yes
	Portfolio Projects	Yes
	Quizzes	Yes
	Self-Evaluations	Yes
	Simulations	Yes
	Videos of Student Mastery	No
	Written Essays	Yes
	Written Reports	Yes
ALIGNED AND APPROPRIATE ASSESSMENTS	Assessments used in the program are matched to the outcomes/competencies for the program.	No
	Explain changes in the assessments used in your program since your last review (include input received and rationale).	Second year lab log in bake shop converted to a student written plan, execution review, and self reflection on the week.
	Give examples of how assessments used in the program reflect higher-level thinking skills, such as applications, analysis, synthesis, and evaluation.	The above change is a reflection of students being challenged to lay out different homework assignments and figure out what and where the assignments would need to be worked on to become successful in the week.
INDUSTRY CERTIFICATIONS	Explain any changes made or planned in the program based on assessment of industry certifications used in the program.	Some level of Alcohol service certification will be added in 2024.
INTERNSHIPS/ CLINICALS	How do you evaluate program competencies or learning objectives during internship/externship experiences?	Learning objectives are reviewed by student self assesment, industry partner supervisor, and internship visits.
	As you reviewed results of internship/externship evaluations, what curriculum changes were made or are planned in your program?	More visits are planned for the summer of 2024 for all internship sites. No planned changes for the internship program planned at this time.
ENROLLMENT	Does the most recent year's data meet this benchmark? If not, explain a single-year anomaly or explain what strategies your program will implement to address a pattern (two or more years) of not reaching this benchmark.	Our program did not meet this enrollment cap number. Our number is down post COVID, as our industry was affected. We are working to plan school visits, Culinary camp, working with Skills USA, and Pro Start to get more high school students excited about our program.

RETENTION	Does the most recent year's data meet this benchmark? If not, explain a single-year anomaly or explain what strategies your program will implement to address a pattern (two or more years) of not reaching this benchmark.	Yes, the most recent benchmark meets retention numbers.
GRADUATION	Does the most recent year's data meet this benchmark? If not, explain a single-year anomaly or explain what strategies your program will implement to address a pattern (two or more years) of not reaching this benchmark.	Five year trend would not support this benchmark. We shifted our first semester classes to both extend lab time to allow students more lab time to be successful. We also moved the Serve Safe class to the start of Fall classes in 2023 which saw a 90% increase in graduation for the 2024 planned class.
PLACEMENT	Does the most recent year's data meet this benchmark? If not, explain a single-year anomaly or explain what strategies your program will implement to address a pattern (two or more years) of not reaching this benchmark.	Yes, benchmark met.
STUDENT SATISFACTION	If this benchmark is not met, what strategy or strategies will be implemented to address this measure?	No new data. Updated our lab rubric to meet more consistent standards. Also, reviewed and made the attendance policy on student rubric clearer.
ALUMNI SATISFACTION	If this benchmark is not met, what strategy or strategies will be implemented to address this measure?	No new data, 100% from previous survey.
EMPLOYER SATISFACTION	If this benchmark is not met, what strategy or strategies will be implemented to address this measure?	No employer returned data
PROFESSIONAL DEVELOPMENT	What professional development activities have instructors in this program completed in the last year?	Chef Josh did industry experience working with the K-12 Mitchell School system to get practical experience. Chef Devyn Udemy courses on Sushi presentation, buttercream work and ramen cookery.
	How were these activities used to improve this program?	Josh's lab classes saw skills implemented in these activities. Chef Devyn will be implementing these in the Spring of 2024.
PROFESSIONAL ORGANIZATIONS	Do faculty members belong to professional organizations associated with this program?	Yes
	If no, explain why.	

	<p>Are students made aware of the professional organizations for their career field?</p>	<p>Yes</p>
<p>ADVISORY BOARD RECOMMENDATIONS</p>	<p>What changes were or will be made to this program based on feedback provided at the past year's advisory board meeting(s)?</p>	<p>New equipment purchased as well as the continued use and learning on Sous Vide equipment.</p>
	<p>Implementation Date</p>	<p>2024-01-05</p>
	<p>Indicate the personnel responsible for implementing the change(s):</p>	<p>Tim Goldammer</p>
<p>PROGRAM IMPROVEMENT PLANS AND BUDGET</p>	<p>As you review this past year, what changes do you propose for the next school year that will affect the program's budget?</p>	<p>Chef Tim would like to switch Friday classes to Monday. This should lower food waste, and allow for better student preparation for the week.</p>
	<p>Cost</p>	<p>0.00</p>