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| Career-Technical - Initiate New Program |

NOTE: Hyperlinks have been embedded which will provide applicable details and/or necessary resources for completion of this form.

For CTE programs, please remember to seek guidance from the Division Chair as they are responsible for notifying the State Board of Education’s Division of CTE regarding new program development and major and minor modifications.

**Materials required in addition to this form:** Attach [***program guidelines***](https://catalog.nic.edu/program-guidelines/)**.** When changing an existing program attach the program guideline from the [***current catalog***](http://www.nic.edu/catalog/). For new programs, see the [***NIC College Catalog***](http://www.nic.edu/catalog/)for several examples of program guidelines.

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| **Division:** | | Trades and Industry/ | | | | | | | | | | | | | |
| **Date:** | | 10/13/2023 | | | | | | **Proposed Implementation Term:** | | | | | | 2024 Fall | |
| **Program Action**: *(Check all that apply.)* | | | | | | | | | | | | | | | |
|  | New Program | |  | Change in title | | |  | | Change in description | |  | | Change in requirements | | |
|  | Minor Editing | |  | Delete from Catalog | | | | | | |  | |  | | |
|  | Other: | | Click here to enter text. | | | | | | | | | | | | |
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|  | ***[Degree or Certificate](https://boardofed.idaho.gov/board-policies-rules/board-policies/higher-education-affairs-section-iii/iii-e-certificates-and-degrees/)*** | | | | | | **Program Title** | | | | | | | | **Months to Complete** |
|  | Associate of Arts Degree | | | | | | Click here to enter text. | | | | | | | | Enter # |
|  | Associate of Science Degree | | | | | | Click here to enter text. | | | | | | | | Enter # |
|  | Associate of Applied Science Degree | | | | | | Culinary Arts Sous Chef Apprenticeship | | | | | | | | 36 |
|  | Advanced Technical Certificate | | | | | | Click here to enter text. | | | | | | | | Enter # |
|  | Intermediate Technical Certificate  *(Technical Certificate)* | | | | | | Click here to enter text. | | | | | | | | Enter # |
|  | Basic Technical Certificate  *(Post-Secondary Certificate)* | | | | | | Click here to enter text. | | | | | | | | Enter # |
|  | Academic Certificate | | | | | | Click here to enter text. | | | | | | | | Enter # |
|  | Certificate of Completion | | | | | | Click here to enter text. | | | | | | | | Enter # |
| |  |  | | --- | --- | | **Interest Area** | **Manufacturing and Trades** |   **Name of old program title, if applicable:** Click here to enter text. | | | | | | | | | | | | | | | |
| **Type of enrollment for program** (Check one.) | | | | | | | | | | | | | | | |
|  | Open | | | |  | Limited | | | |  | | Selective | | | |
|  | | | | | | | | | | | | | | | |
| **Existing Program Description**: *(Copy from* [***current catalog***](http://www.nic.edu/catalog/)*.)* | | | | | | | | | | | | | | | |
| Copy program description from current catalog. | | | | | | | | | | | | | | | |
| ***Proposed Program Description and Course Sequence*:** *(Underline additions and utilize strikethrough of text when deleting or modifying an existing program description and course sequence. Courses and credits should be listed as they would appear in a future catalog. When complete, email the complete text for your proposed program description to Communications & Marketing for final editing and style approval.)* | | | | | | | | | | | | | | | |
| Culinary Arts Sous Chef Apprenticeship Program provides a structured and comprehensive, industry approved pathway for individuals who are passionate about cooking and aspire to become highly skilled culinary professionals with advanced career prospects.  This program offers a combination of practical hands-on experience, theoretical knowledge, and mentorship. Apprentices will complete 6 semesters of related classroom and lab instruction at NIC, coupled with 4000 hours of paid employment and tutelage toward achieving competencies set for by the American Culinary Federation with Chefs from local approved full-service industry sponsor sites.  Once requirements are successfully met, apprentices will qualify to take the national practical and written examination with the ACF towards earning the Certified Sous Chef credential.  Program Requirements:  • This is a limited and selective enrollment program with special admission requirements. Applicants must have a minimum of 6 months of foodservice experience and have a GED or high school diploma.  • The application process includes: 2 formal letters of recommendation that document a proven strong work ethic and keen interest in pursuing advanced or managerial positions within foodservice; and a maximum 2- page essay outlining your career goals and intent to remain proactively committed to honoring your sponsor site/employer while completing your degree. Applications must be received by July 1 prior to enrolling. Admission is decided by selection committee of chef instructors and advisor; and contingent upon successfully completing the interview process with the sponsor site.  **Fall 2024 Spring 2025**  **1st  Sem.** **CULP 101 5 credits** **2nd Sem.** **CULP 102 4 credits CULA 111 3 credits CULA 130 2 credits**  **Gem 3 Math 3-5 credits AAS IN Des 3-5 credits**    **----------------------- ----------------------**  **11-13 9-11**  **Fall 2025 Spring 2026**  **3rd Sem.**  **CULP 103 5 credit**  **4thSem.** **CULP 201** **5 credits**  **CULA 180 1 credits CULA 211 2 credits**  **English 3-4 credits**   **Gem** **3 credits**    **-------------------------- ----------------**  **9-10 10**  **Fall 2026 Spring 2027**  **5th Sem. CULP 202**  **4 credits** **6th Sem. CULP 203** **4 credit**  **CULA 266 3 credits CULA 265 2 credits**  **CULA 267 3 credits CULA 268 2 credits**  **COMM 3 credits**    **--------------------------- ---------------------- 10 11**  **60-65 Total Credits** | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
| **Calendar for Planning and Implementation:** *(Timeline for phasing out old program and/or implementation of new program.)* | | | | | | | | | | | | | | | |
| August, 2024 offer the first semester courses of the apprenticeship program | | | | | | | | | | | | | | | |
| **Rationale:** *(Include Advisory Committee recommendations as necessary.)* | | | | | | | | | | | | | | | |
| Introducing a groundbreaking Sous Chef Apprenticeship Program tailored to the unique needs of aspiring culinary professionals in North Idaho, Eastern Washington, and Western Montana. Unlike any other culinary programs in this region, our program is proudly affiliated with the prestigious American Culinary Federation.  Our innovative apprenticeship initiative empowers students to pursue their culinary dreams by enabling them to work full-time while receiving comprehensive training as sous chefs. They will gain hands-on experience in renowned regional establishments, including restaurants, hotels, and casinos. With North Idaho's reputation as a resort region, these settings offer exceptional culinary opportunities for students to work and learn within.  This apprenticeship program is thoughtfully designed for the non-traditional student, individuals who seek to balance work commitments with a desire to advance their culinary careers. The Culinary Arts Advisory Committee wholeheartedly supports this program, eagerly anticipating North Idaho College's role in nurturing and equipping the next generation of skilled sous chefs. Join us on this transformative journey to culinary excellence. | | | | | | | | | | | | | | | |

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| **Program Outcomes:** *(Course outcomes should lead to program outcomes.)* |
| Upon successful completion of the program, students will have acquired the following competencies:  Culinary Expertise: Demonstrate mastery of both fundamental and advanced savory, baking, and pastry techniques, applying them effectively across a diverse range of food and beverage service settings.  **Scientific Proficiency:** Recognize the scientific principles underpinning cooking and baking, leveraging this knowledge to meticulously plan, prepare, and assess the quality of finished culinary creations.  **Diverse Culinary Repertoire:** Develop a diverse repertoire of dishes reflecting classic, contemporary, and global cuisine, showcasing creativity and culinary expertise.  **Menu Design and Execution:** Create, plan, and execute recipes and menus that exemplify ingenuity, balance, and culinary finesse, considering factors like seasonality, dietary preferences, and cost-efficiency while maintaining professional standards in taste and presentation.  **Kitchen Proficiency:** Demonstrate aptitude for success in a professional kitchen environment by upholding high standards of conduct and effectively managing a variety of tasks.  **Kitchen Operations Management:** Demonstrate the skills necessary to efficiently manage kitchen operations, including inventory control, staff supervision, and resource allocation.  **Interpersonal and Organizational Skills:** Exhibit exceptional interpersonal and organizational skills, fostering a collaborative and productive kitchen environment.  **Leadership and Teamwork:** Demonstrate effective leadership and teamwork skills, promoting collaboration and a harmonious kitchen atmosphere.  **Adaptability and Problem-Solving:** Show how culinarians adapt quickly to dynamic culinary environments, formulating creative solutions to challenges as they arise.  **Sustainability:** Implement sustainable practices in the realms of purchasing, production, and service to contribute to environmental responsibility.  **Food Safety and Sanitation:** Adhere to stringent food safety and sanitation practices, ensuring the well-being of both guests and staff.  **Guest Service Excellence:** Execute outstanding guest service, offering an exceptional dining experience that meets or exceeds customer expectations.  **Cost Management:** Implement controls to maintain costs and ensure the profitability of food service operations.  **Business and Entrepreneurial Acumen:** Present a foundational knowledge of business, supervisory, and entrepreneurial skills, enabling successful navigation of the culinary industry and fostering career growth. |

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| **List other NIC programs affected by this change.** *(Please research and answer - do not leave blank.)* |
| No other programs will be impacted by this new program. |

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| Faculty Member(s) Submitting *(Enter name below and submit form via email to Division Chair.)* | | |
| Signature | | Date |
| Hillary Faeta-Ginepra | | 10/16/2023 |
|  | |  |
| Division Chair Recommendation *(Enter name below and submit form via email to Dean.)* | | |
|  | Approve | |
|  | Disapprove | |
|  | Abstain | |
| Comments: Click here to enter text. | | |
| Signature | | Date |
| Click here to enter name. | | Click here to enter a date. |
| Dean Recommendation *(Enter name below and submit form via email to CC Recorder. CC Recorder will upload to SharePoint for review by CC Members.)* | | |
|  | Approve | |
|  | Disapprove | |
|  | Abstain | |
| Comments: Click here to enter text. | | |
| Signature | | Date |
| Click here to enter name. | | Click here to enter a date. |
| Curriculum Council Recommendation to the Provost *(Enter name below and submit form via email to CC Recorder after CC Approval.)* | | |
| Signature of Curriculum Council Chair | | Date |
| Click here to enter name. | | Click here to enter a date. |
| Curriculum Council Comments: Click here to enter text. | | |
| Disposition by the Provost *(Uploading of this form to SharePoint by the VPI office serves as signature.)* | | |
|  | Approve | |
|  | Disapprove | |
| Comments: Click here to enter text. | | |
| Signature | | Date |
| Click here to enter name. | | Click here to enter a date. |