

New Program Request Form

CA1**General Information**

Institution submitting proposal	Wichita State University – Campus of Applied Sciences and Technology
Name, title, phone, and email of person submitting the application (contact person for the approval process)	Pam Doyle, VP Health Sciences and General Education pdoyle@wsutech.edu 316.677.9531
Identify the person responsible for oversight of the proposed program	Matt Vogt – Campus Dean WSU Tech South
Title of proposed program	Hospitality and Events Management
Proposed suggested Classification of Instructional Program (CIP) Code	12.0504
CIP code description	Restaurant Culinary and Catering Management/Manager
Standard Occupation Code (SOC) associated to the proposed program	35-1012
SOC description	First Line Supervisors of Food Preparation and Serving Workers
Number of credits for the degree <u>and</u> all certificates requested	<ul style="list-style-type: none"> • AAS/ 65 Credits Hospitality and Events Management/ <ul style="list-style-type: none"> • TC Food and Beverage Management <ul style="list-style-type: none"> ○ 50 Credits • TC Events Management <ul style="list-style-type: none"> ○ 48 Credits • TC Lodging Management <ul style="list-style-type: none"> ○ 48 Credits
Proposed Date of Initiation	8/1/2020
Specialty program accrediting agency	Accreditation Commission for Programs in Hospitality Administration
Industry certification	National Restaurant Association certifications in ServSafe Alcohol and ServSafe Food Handler

Signature of College Official **Pam Doyle – VP for Health Sciences and General Education**
Date_4.8.2020

Signature of KBOR Official _____ Date _____

Narrative

Completely address each one of the following items for new program requests. Provide any pertinent supporting documents in the form of appendices, (i.e., minutes of meetings, industry support letters, and CA1-1a form).

***Institutions requesting subordinate credentials need only submit the items in blue. For example, an institution with an approved AAS degree has determined a need for a Certificate C in the same CIP code using the same courses used in the AAS degree program.*

Program Description

Provide a complete catalog description (including program objectives) for the proposed program.

The Hospitality and Events Management program offers a multi-disciplinary degree intended to provide students the knowledge and practical skills for success in the Hospitality Industry. In the first half of the programs, students will complete a core set of courses designed to provide a solid foundation of industry skills. Course topics include customer service, foundational skills in food and beverage operations as well as hospitality finance and human resource management. In the second half of the program, the student selects their area of focus in the Hospitality Industry. The program offers three distinct tracks including Food and Beverage Management, Events Management, and Lodging Management. Course work varies depending on the selected track but includes topics such as Wine Fundamentals, Front Office Operations, and Event Catering Strategies. Students in each track will participate in an internship course which allows them to apply classroom and lab experiences in the real world.

Program Outcomes

1. The student will identify the fundamental components and the current and future trends of the hospitality industry
2. The student will demonstrate professional and ethical conduct and work practices to comply with industry standards.
3. The student will demonstrate the financial skills common to the hospitality industry
4. The student will apply customer service skills and problem solving skills designed to enhance the guest experience
5. The student will demonstrate the critical skills associated with food and beverage management
6. The student will demonstrate the critical skills in events management
7. The student will demonstrate the critical skills in lodging management.
8. The student will broaden their career perspectives and enhance personal and professional development opportunities for a successful career in the hospitality industry
9. The student will demonstrate the ability to communicate effectively using written and/or oral communication
10. The student will recognize when information is needed and have the ability to locate, evaluate, and use effectively the needed information
11. The student will demonstrate the ability to analyze information and solve problems
12. The student will identify and apply workplace skills

List and describe the admission and graduation requirements for the proposed program.

Admission Requirements:

The requirements for admission to the Hospitality and Events Management program are:

- Attainment of 16 or more years of age

- Documentation of high school graduation or satisfaction of high school equivalency certificate requirements, or students currently enrolled in high school or GED program and have attained junior status.
- Students enrolled in the Food and Beverage track of the Hospitality and Events Management program must be 21 years of age before enrolling in the 200 level courses
- Completion of application and related procedures

Transfer Students

- Admission of transfer students to the Hospitality and Events Management program contingent upon their meeting the following requirements:
 - Regular admission and good standing at a regionally accredited technical certificate or degree granting institution and proper completion of applications and related procedures.

Program Requirements

- 48-50 semester credits for a technical certificate and 65 semester credits for the associate of applied science degree with an overall GPA of 2.0 or higher.
- A passing grade in all courses (grade of C) within the student's declared program of study.
- Completion of all skill competencies with a minimum grade of 80%
- At least 25 percent of credits must be earned at WSU Tech.
- Recommendation for graduation by the registrar.

Graduation Requirements

To be awarded an AAS degree or technical certificate, students must pass all required coursework, submit required transcripts for transfer credit and meet all academic, financial or other obligations required for their program of study. To be eligible for graduation, students must have an overall GPA of at least 2.0. WSU Tech urges students to continuously monitor their educational progress. Prior to the final semester or registration period, students must meet with an Academic Advisor to ensure that all requirements will be finished prior to the anticipated graduation date.

Demand for the Program

Using the Kansas Department of Labor's Long Term Occupational Outlook, (<https://klic.dol.ks.gov>) identify employment trends and projections: occupational growth, occupational replacement rates, estimated annual median wages, and typical education level needed for entry.

A crosswalk provided by the National Center for Education Statistics associates the Restaurant Culinary and Catering Management/Manager (CIP 12.0504) with First Line Supervisors of Food Preparation and Serving Workers (SOC 35-1012). O*NET Online lists this occupation as a "Bright Outlook Occupation" indicating the occupation is expected to grow faster than the average (7% or more) over the period 2018-2028.

The Kansas Wage Survey indicated an average state-wide annual mean of \$28,080 and a median wage of \$26,520.00 for a First Line Supervisors of Food Preparation and Serving Workers/ Restaurant Culinary and Catering Management/Manager. The same source indicates a slightly higher average wage in the Southcentral region of \$28,922 and a median of \$27,202.

Kansas Department Labor's Long – Term Occupational Outlook indicates annual openings for graduates in this field in the Southcentral region at 120 with 408 openings annually statewide. Projected openings between 2014 and 2024 are 455 in the Southcentral Region and 1503 statewide. The majority of these

openings will be the result of replacements with the Southcentral Region replacement rate at 62% and the state wide replacement rate at 63.2%.

In support of the Kansas Department of Labor's Long –term Occupational outlook is data from JobsEQ. A review of expected growth and new demands for the jobs associated with CIP Code 12.0500 and SOC Code 35-1012 is promising. JobsEQ indicates the total new demand for Sedgwick County over the next 5 years is 3751 while the overall total new demand for the same period in Kansas is 6429.

Show demand from the local community. Provide letters of support from at least three potential employers, which state the specific type of support they will provide to the proposed program.

See Appendix A - E

Describe/explain any business/industry partnerships specific to the proposed program.

If a formal partnership agreement exists, agreement explaining the relationship between partners and to document support to be provided for the proposed program must be submitted to the Board office independently of the CAI materials for review purposes. The agreement will not be published or posted during the comment period.

WSUTech is currently working with local developers, Douglas Market Development LLC, to create an innovative space dedicated to the hospitality industry. This space will bring together current leaders in the local hospitality field with local educational programs designed to produce the next generation of hospitality professionals. The new facility, in the Henry's Building at 124 S Broadway, will be fully remodeled and ready for occupancy in late 2022. WSUTech plans to incubate the proposed Hospitality and Events Management program in the current WSUTech South location and then move the program to the new space in the late spring/summer of 2022. WSUTech will lease 15,000 square feet of the new facility. The plans for this space also include a first-class culinary program. WSUTech is currently working with Butler Community College's culinary program to create a partnership that will result in both programs anchoring the new center.

The College will continue developing working relationships with area business and industry to create internships, earn and learn opportunities, and guaranteed interviews for program participants/ graduates. These partnerships are of tremendous benefit for placement upon graduation and obtainment of the available certifications. Below is a list of the current business and industry representatives that will work with the proposed program. The willingness of these business and educational institutions working with WSU Tech to create this program speaks to the value WSU Tech places on industry and other partnerships.

Hospitality and Events Management – Industry Advocate Team

Contact	Organization
Lisa Graham	Director of ProStart and Member Communications at KRHA
Maureen Hofrenning	Vice President of Strategic Development at Visit Wichita
Jay Haratsis	General Manager at Double Tree Hilton – Wichita Airport

Andrew Gough	Founder/Owner- Reverier Roasters
Justin Stuhlsatz	Director of Rooms ,Hyatt
Kay Huffstetler	Director of Food & Beverage and Events at Hyatt
Colleen Burke-Myers-	Hyatt
Seth Konkel	Owner Illusion
Susan Otterness	Catering Director at Olive Tree Catering
Pat Pelkowski	Owner Shaken or Stirred
Strattan Lange	Hilton Garden Inn Downtown
Sudha Tokala	Douglas Marketing Development Hampton Inn
Mike Lediwala	Springfield Suites

Duplication of Existing Programs

Identify similar programs in the state based on CIP code, title, and/or content. For each similar program provide the most recent K-TIP data: name of institution, program title, number of declared majors, number of program graduates, number of graduates exiting the system and employed, and annual median wage for graduates existing the system and employed.

Institution	Program	CIP Code	Award	Declared Majors	Number of Graduates	Number of Graduates Exiting and Employed	Annual Median Wage
Butler Community College	Restaurant Management	52.0905	AAS/CERT	15	*	*	*
Butler Community College	Hotel Management	52.0904	AAS/ CERTB	26	*	*	*
Butler Community College	Culinary Arts	12.0500	AAS/ CERTB	116	17	12	\$22,181
Flint Hills Community College	Hospitality/Culinary Arts	12.0500	AAS/ CERTB	23	9	*	*
Garden City Community College	Culinary Food Management	12.0504	AAS	9	*	N/R	N/R
Johnson County Community College	Hotel/Motel Administration/Management	52.0904	AAS/ CERTB	38	5	*	*
Johnson County Community College	Restaurant Culinary and Catering Management/Manager	12.0504	AAS/CERTB	107	24	17	\$33,776

Johnson County Community College	Baking and Pastry Arts/Baker Pastry Chef	12.0501	Cert B	16	13	7	\$25,186
Johnson County Community College	Culinary Arts Chef Training	12.0503	AAS	211	19	11	\$38,855
Kansas City Community College	Food Preparation/Professional Cooking/Kitchen Assistant	12.0505	AAS/CERT	132	39	20	\$22,100
North Central Community College	Food Preparation/Professional Cooking/Kitchen Assistant	12.0505	ASS/CERT	*	*	*	*
Washburn University	Food Preparation/Professional Cooking/Kitchen Assistant	12.0505	AAS/CERT	31	12	5	\$18,399

Was collaboration with similar programs pursued:

Please explain the collaboration attempt or rationale for why collaboration was not a viable option.

As WSUTech began the research and discovery process for the proposed Hospitality and Events Management program the college entered into discussions with Butler Community College on the possibility of a collaboration. The discussions focused on the two institutions joining forces to provide the community with a variety of educational options in a state-of-the-art hospitality industry event center. At the heart of this vision is both institutions providing educational opportunities that play to their strengths. WSUTech will provide the Hospitality and Events Management program while Butler Community College will provide the culinary programming. At this time, the two institutions continue to discuss the options and opportunities for collaboration.

Program Information

List by prefix, number, title, and description all courses (including prerequisites) to be required or elective in the proposed program.

See Appendix F

If the proposed program includes multiple curricula (e.g., pathways, tracks, concentrations, emphases, options, specializations, etc.), identify courses unique to each alternative.

In the proposed Hospitality and Events Management program at WSU Tech, all students will complete a core group of courses selected and designed by industry experts to provide the basics needed for all professionals in the hospitality industry. Once students have completed the core, they will select from one of three tracks, including Food and Beverage Management, Events Management, and Lodging Management. Additionally, all students will complete a Hospitality Management Internship course. The chart below provides a breakdown of courses common and unique to each track. R = required.

Course Number	Course Title	AAS Events Planning	TC Events Planning	AAS Food & Beverage Management	TC Food & Beverage Management	AAS Lodging Management	TC Lodging Management
Hem 105	Sanitation and Safety	R	R	R	R	R	R
HEM 110	Hospitality Math		R		R		R
HEM 115	Introduction to the Hospitality Industry	R	R	R	R	R	R
HEM 120	Hospitality Service Techniques	R	R	R	R	R	R
HEM 125	Food & Beverage Management Fundamentals	R	R	R	R	R	R
HEM 130	Introduction to Lodging Operations	R	R	R	R	R	R
HEM 135	Hospitality Human Resource Management	R	R	R	R	R	R
HEM 140	Hospitality Financial Management	R	R	R	R	R	R
HEM 145	Fundamentals of Excellent Customer Service	R	R	R	R	R	R
HEM 150	Food and Beverage Operations					R	R
HEM 155	Front Office Management					R	R
HEM 160	Housekeeping and Environmental Services					R	R
HEM 165	Revenue Management					R	R
HEM 170	Sales					R	R
HEM 175	Event Catering Strategies	R	R	R	R		
HEM 180	Event Industry Fundamentals	R	R				
HEM 185	Event and Meeting Contracting	R	R				
HEM 200	Event Project Planning	R	R				
HEM	Event Support Systems	R	R				

190							
HEM 195	Special Events and Meetings	R	R			R	R
HEM 205	Alcohol Beverage Law			R	R		
HEM 210	Beer and Spirits			R	R		
HEM 215	Food and Alcohol			R	R		
HEM 220	Beverage Promotion			R	R		
HEM 225	Wine Fundamentals			R	R		
HEM 230	Mixology			R	R		
HEM 235	Hospitality Management Internship	R	R	R	R	R	R
PDV 105	Blueprint for Personal Success	R	R	R	R	R	R
	General Education Courses	R		R		R	

Provide a Program of Study/Degree Plan for the proposed program including a semester-by-semester outline that delineates required and elective courses and notes each program exit point.

See Appendix G

List any pertinent program accreditation available:

Accreditation Commission for Programs in Hospitality (ACPHA)

Leadership in the Hospitality and Events Management program at WSUTech intends to pursue accreditation with ACPHA. However, due to the accreditation guidelines, the program cannot apply until AY 2024/2025, at the earliest. WSUTech will use the ensuing four years to ensure the program meets all accreditation guidelines.

Faculty

Describe faculty qualifications and/or certifications required to teach in the proposed program.

During the late summer of 2020, WSUTech will initiate a search for a full-time lead faculty member for the proposed program. The position will require the successful candidate to have a Master's Degree in Hospitality, Hotel Management, or Events Management from an accredited institution. The successful candidate will also possess a minimum of four years of industry experience. This position will be responsible for day-to-day operations as well as instruction in the classroom. As enrollment requires, adjunct positions will be created and filled by faculty with the appropriate industry background and a minimum of Bachelor's degree in either Hospitality, Hotel Management or Events Management. General Education Courses will be taught by existing faculty members who meet or exceed the following standards:

Transferable General Education Faculty:

Master's Degree or higher from a regionally accredited college or university in the teaching discipline or subfield, **OR** any Master's Degree plus 18 graduate or undergraduate credit hours in the teaching discipline or subfield.

Qualified faculty are identified primarily by credentials, but other factors may be considered in addition to the degree earned. For example, the ability to design curricula or develop and implement effective pedagogy through years of teaching with satisfactory performance.

Bachelor's Degree in the teaching discipline or subfield combined with 3+ years teaching experience in the discipline or subfield will be considered in lieu of a completed Master's Degree. A professional development plan to include a Master's Degree must be developed and pursued.

Cost and Funding for Proposed Program

Provide a detailed budget narrative that describes all costs associated with the proposed program (physical facilities, equipment, faculty, instructional materials, accreditation, etc.).

The cost of the instructor for the new program will be covered for at least the first year through industry support. The remaining costs will be covered by the college's New Program Development fund, which are funds set aside in each year's budget to support the implementation of new programming as required by labor market demand.

Advising Services

Advising prospective students will be shared between the Dean, WSU Tech South, and Lead/Director for Hospitality and Events Management program and the college's Student Services staff. As with other programs offered by the college, Student Services provides general information, assists students with admission to the college, and transfer of credits. Program personnel provides detailed information about the Hospitality and Events Management program. The Financial Aid Specialist provides financial aid advising.

Additional services:

WSU Tech provides a variety of services to students designed to ensure they are successful in their educational pursuits. There is no charge for any of these services.

The Department of Academic Engagement and Outreach (A&EO) provides wrap-around services to students ensuring they are fully prepared for the rigors of college coursework. The services provided by A&EO department include:

- **Library:** The Library is located at the South campus while at the NCAT Campus WSUTEch provides a shared space that houses both library and tutoring. Additionally, online library services are available to all students and include access to extensive database services such as EBSCOhost and ProQuest. Students can also access several databases by signing up for the Kansas Library Card.
- **Tutoring:** Services are provided at both the NCAT and South Campuses. Typical general education topics such as Math, English, and writing, as well as technical topics such as blueprint reading and accounting, are available. Other topics are provided via an online tutoring service that is available to students 24/7.
- **Health Hub:** Tutoring services for science-based disciplines and health care programs are located at the South and Old Town campuses.

- **Mentoring:** The A&EO department provides a formalized academic mentoring program for students with educational risk factors. This program pairs students with faculty volunteers and they work together to ensure students meet their academic obligations and goals
- **Academic Success Week:** At the beginning of fall and spring semesters, the A&EO department hosts a week of workshops and events designed to engage students in the academic side of college. Topics include noting taking skills, dealing with stress, test-taking skills, using library and technology resources as WSUTech, etc.

The Department of Student Engagement: This department provides students with opportunities to engage in college life outside the classroom. Activities include student organizations and clubs such as Skills USA, Veterinary Nursing, and Esports clubs. Other activities include welcome week events such as Doughnuts with your Dean and lecture series events

The Office of Disability Services: coordinates services for students with disabilities.

Career Services: provides students with assistance in defining career goals, exploring personal interests, and career/general counseling

Collaboration Lab: The Collaboration Lab (CoLab) is dedicated to providing students, faculty, and staff access to the latest technologies designed to enhance the learning experience. Available technologies include HoloLens's, green screens, a recording studio with audio and visual capabilities, online and on-ground meeting spaces with the most up to date technology for sharing and recording capabilities.

Physically located at WSUTech South CoLab services are also available to students at other locations via a mobile format.

Physical facilities:

The Hospitality and Events Management program will begin operations in the Fall of 2020 at WSUTech South (3821 E Harry St Wichita KS 67218). A dedicated test kitchen with adjacent dining and a larger area for catered events provides ample space to launch the program. Additionally, the South Campus has ample classroom space for the proposed program. In the spring of 2022, the program will move to the new WSUTech Downtown location in the Henry's Building at 124 S Broadway. WSUTech will lease 15,000 square feet of the new facility. The cost of the lease will be paid from institutional and student tuition funds.

Instructional Equipment

The Hospitality and Events Management program will purchase the necessary equipment using funds from the New Programming budget. The estimated initial set up cost is \$34,000.00. WSUTech will buy the equipment in phases over the first three semesters of the program, with the majority of the expenses spent on coursework in semesters two and three.

Equipment lists	Details
Point of Sale (POS) System	This system will be shared between Hotel Front Desk, Hotel Bar and Hotel Casual Dining simulation areas
Simulation Hotel Front Desk	
Computer	
Hotel Reservation Software	This system will be approved by IAT members
Monitor	
Laser Printer	
Telephone System	Will utilize college system for simulation purposes
Key Encoder System	
Cash Drawers	

Miscellaneous office Supplies and Equipment	
Simulation Hotel Bar	
Glassware	Wine, Beer, Spirits and soft drinks 10 each
Bar Cutlery	2 full sets
Sanitation Materials and Equipment	This system will be shared between Hotel Bar and Hotel Dining Simulation areas
Coffee Service	Coffee Maker with cups and creamer/sugar- this equipment will be shared with Hotel Casual Dining Simulation area
Soda Fountain System	2 -4 dispenser unit
Simulation Hotel Casual Dining	
Linens	15 table clothes and 40 napkins
Cutlery	40 full place settings
Casual dining china	40 full place settings
Coffee Service	Coffee Maker with cups and creamer/sugar – this equipment will be shared with Hotel Bar Simulation area

Instructional Materials: The proposed program will be allocated a budget from the general fund. Associated materials fees paid by the student are listed below. The fees will allow WSUTech to pay for student versions of software, publisher content and consumable materials needed for effective teaching and learning.

Course #	Course Title	Associated Materials Fees
HEM 105	Sanitation and Safety	\$40.00
HEM 115	Introduction to the Hospitality Industry	\$0.0
HEM 120	Hospitality Service Techniques	100.00
HEM 125	Food & Beverage Management Fundamentals	\$0.0
HEM 130	Introduction to Lodging Operations	\$0.0
HEM 135	Hospitality Human Resource Management	\$0.0
HEM 140	Hospitality Financial Management	\$0.0
HEM 145	Fundamentals of Excellent Customer Service	\$0.0
HEM 150	Food and Beverage Operations	\$0.0
HEM 155	Front Office Management	\$0.0
HEM 160	Housekeeping and Environmental Services	\$0.0
HEM 165	Revenue Management	\$0.0
HEM 170	Sales	\$0.0
HEM 175	Event Catering Strategies	\$0.0

HEM 180	Event Industry Fundamentals	\$0.0
HEM 185	Event and Meeting Contracting	\$0.0
HEM 190	Event Support Systems	\$30.00
HEM 195	Special Events and Meetings	\$0.0
HEM 200	Event Project Planning	\$0.0
HEM 205	Alcohol Beverage Law	\$0.0
HEM 210	Beer and Spirits	\$100.00
HEM 215	Food and Alcohol	\$0.0
HEM 220	Beverage Promotion	\$0.0
HEM 225	Wine Fundamentals	\$120.00
HEM 230	Mixology	\$100.00
HEM 235	Hospitality Management Internship	\$0.0
PDV 105	Blueprint for Personal Success	\$30.00
	General Education 15 Credits	\$0.0

Provide detail on **CA-1a form**.

See Appendix H

Describe any grants or outside funding sources that will be used for the initial start up of the new program and to sustain the proposed program.

At this time the program will be supported through student tuition, fees and department budget.

Program Review and Assessment

Describe the institution's program review cycle.

The Hospitality and Events Management program will go through the same program review and assessment processes that are used for all other programs throughout the college. The program outcomes and competencies are formulated into the World Wide Instructional Design (WIDS) system. Students will be regularly evaluated throughout the program for mastery of knowledge and technical skills. Assessment tools include written exams, demonstrations, projects, and other evaluation techniques. They will also be contacted to complete the WSU TECH Follow-up Study that rates various aspects of the program. This process is completed by the faculty. Data from WIDS is compiled and utilized by the programs to identify their strengths and challenges. They are also used to verify student learning and plan for future instructional improvements. Faculty will then make curricular revisions as indicated by data. In the case of a non-aligned program, this would include changes to outcomes, competencies, content, instruction, resources, and other curricular activities. Supplemental data is also collected through student course and program evaluations, student satisfaction surveys, student and employer assessment surveys, and graduate placement statistics.

A program Industry Advocate Team (IAT) will annually review program content, admission requirements, equipment, program outcomes, objectives, and competencies, and receive information regarding program performance yearly. Information from these meetings will guide faculty regarding industry needs and provide assurance that the knowledge and skills they are teaching is what is needed by industry. In addition, any state aligned curriculum approved by KBOR will be implemented.

Each program conducts a formal review to ensure that its objectives and competencies are being achieved, and that there is a level of accountability in place. These reviews take place on a three year cycle. The program review considers all of the information produced about the program and brings it together in one evaluation. The program review allows programs and departments to identify their strengths, pinpoint areas for improvement, and discuss other resources that impact their area. The structure of program review is very much like a program self-study. Each program review is made up of six major components: program information, curriculum, advisory committee, resources, program outcomes, and summary. For each area, faculty are required to describe or provide feedback on specific aspects, providing data and/or support documentation when available. Faculty complete the program review documentation and submit it to the appropriate Dean for review. After any necessary adjustments are completed the program review is submitted to the Program Review Committee which is made up of both Academic Vice Presidents and the Dean of Academic Services. After reviewing the documentation, the Program Review Committee meets with the program leadership defines a course of action that they would like to take to improve the program based on recommendations within the program review, from the Vice President and the rest of the faculty.

Program Approval at the Institution Level

Provide copies of the minutes at which the new program was approved from the following groups:

See Appendix I - K

- Program Advisory Committee 4/2/2020
(Including a list of the business and industry members)
- Curriculum Committee 2/19/2020
- WSUTech Board 2/20/2020
(Including a list of all Board members and indicate those in attendance at the approval meeting)

Submit the completed application and supporting documents to the following:

Director of Workforce Development
Kansas Board of Regents
1000 SW Jackson St., Suite 520
Topeka, Kansas 66612-1368



**Collaboration Agreement between
Wichita State University Campus of Applied Sciences and Technology (WSU Tech)
and**

This Memorandum of Understanding (MOU) sets forth the terms and understanding between Wichita State University Campus of Applied Sciences and Technology (WSU Tech) and to provide support and opportunities outlined in this document for the programs and publicly support WSU Tech students.

Background

This MOU serves as notification that (Employer Partner) believes there is a need to develop a talent pool in our industry in this specific program(s). This partnership outlines opportunities for our organization to support WSU Tech. The opportunities are listed below in their entirety, but include membership in the Industry Advocate Team, hosting Applied Learning Opportunities, providing Guaranteed Interviews, and/or various aspects of support that are designed to increase the workforce by removing barriers for individuals getting trained to enter the pipeline.

Purpose

This MOU will establish the role of and scope of agreed involvement for in regard to aforementioned programs. Involvement and participation is defined by supporting the following goals set out below and providing use of your company logo for outreach, coordination, and retention campaigns/events for enriching, sourcing, and securing a viable talent pipeline.

Support will be accomplished by _____ undertaking the following activities in these in these critical areas (please check which areas you wish to participate in).

Business / Industry Partner will:

- Provide a guaranteed interview opportunity to graduates of (List WSU Tech programs) at one of WSU Tech Campuses or at (Employer Partner) facility.
- The opportunity for employers to engage in Industry Advocate Team meetings twice a year to provide industry expertise in curriculum guidance, focus groups on retention and recruitment for students.
- Provide up to date job descriptions, credential requirements, and application instructions for positions you actively recruit candidates for.
- Provide constructive feedback to graduates who are interviewed when appropriate.
- Provide information regarding hiring requirements/trends or changes in requirements to WSU Tech.
- Donations to WSU Tech labs i.e. metal or other materials, tools, machinery, etc.
- Refer denied applicants to further training at WSU Tech.
- Actively host students in applied learning activities such as apprenticeships, internships or independent study options for this program(s).





Reporting of Outcomes

Reports and evaluation of program effectiveness and adherence to the agreement will be ongoing and communicated to employer partners annually. Any student hired we will require the following reporting: date of hire, hourly wage, status of employment 30, 60, 90 days after initial hire. If no longer employed, the reason for separation.

In addition to this, WSU Tech is thankful to be the recipient of grant funding and this results in metric tracking we may request data for if needed.

Funding

This MOU is not a commitment of funds, however we would appreciate meeting with the appropriate person to further leverage this partnership by scholar-shiping your next hire to grow your own workforce. Your support through gifts to the foundation helps us make a difference in the lives of our students. Students select WSU Tech to receive training for the jobs that are most in demand by businesses like yours. Over 85% of our students have secured job placement within six months of graduation and we partner with employers to equip our students with the relevant skills for jobs today and tomorrow. We are open to discuss social media marketing and asset donations in place of a monetary donation as well.

Duration

This MOU is at-will and may be modified by mutual consent of authorized officials from WSU Tech and . This MOU shall become effective upon signature by the authorized officials from WSU Tech and and will remain in effect until modified or terminated by any one of the partners by mutual consent.

Your generosity and collaboration for the students of WSU Tech is greatly appreciated and we are honored to have you as a supporter and partner.

Notice of Nondiscrimination

The WSU TECH Board of Directors supports and complies with Title VI and Title VII of the Civil Rights Act of 1964 as amended, Section 504 of the Rehabilitation Act of 1973 and Amendments, The Americans with Disabilities Act, Title IX and all requirements imposed by or pursuant to the regulations of the Department of Health and Human Services and the Department of Education. It is the policy of the Board of Directors that no person in the United States (on the grounds of race, color, religion, sex, national origin, ancestry or disability) shall be excluded from participation in, denied the benefit of or otherwise subjected to discrimination under any program or activity of, or employment with WSU Tech. Persons with inquiries may contact the Human Resources Director at 4004 N. Webb Road Wichita, KS 67226 or by phone at 316.677-9500.

Legal Citation

Opportunities in Applied education and job placement at WSU TECH are available to all students regardless of race, color, national origin, sex or disability in compliance with Title VI:34 CFR 100.3(b) Guidelines VII-A, Title IX: 34 CFR 106.31(d), Section 504: CFR 104.4(b)





This Memorandum of Understanding (MOU) sets forth the terms and understanding between WSU Tech and _____ to provide the above checked services for the _____ programs and publicly support WSU Tech students.

Contact Information and Signatures

(Employer Partner)

Partner Representative Name: _____

Position: _____

Address: _____

Telephone: _____

E-mail: _____

Signature _____

Date: _____

WSU Tech

WSU Tech Representative Name: Sheree Utash

Position: President, Wichita State University Campus of Applied Sciences and Technology

Address: 4004 N. Webb Rd. Wichita, KS 67226

Telephone: 316.677.1876

E-mail: sutash@wsutech.edu

Signature _____

Date: _____





**Collaboration Agreement between
Wichita State University Campus of Applied Sciences and Technology (WSU Tech)
and DoubleTree by Hilton Wichita**

This Memorandum of Understanding (MOU) sets forth the terms and understanding between Wichita State University Campus of Applied Sciences and Technology (WSU Tech) and DoubleTree by Hilton Wichita to provide support and opportunities outlined in this document for the Hospitality and Events Management programs and publicly support WSU Tech students.

Background

This MOU serves as notification that (Employer Partner) believes there is a need to develop a talent pool in our industry in this specific program(s). This partnership outlines opportunities for our organization to support WSU Tech. The opportunities are listed below in their entirety, but include membership in the Industry Advocate Team, hosting Applied Learning Opportunities, providing Guaranteed Interviews, and/or various aspects of support that are designed to increase the workforce by removing barriers for individuals getting trained to enter the pipeline.

Purpose

This MOU will establish the role of and scope of agreed involvement for DoubleTree by Hilton Wichita in regard to aforementioned programs. Involvement and participation is defined by supporting the following goals set out below and providing use of your company logo for outreach, coordination, and retention campaigns/events for enriching, sourcing, and securing a viable talent pipeline.

Support will be accomplished by DoubleTree by Hilton Wichita undertaking the following activities in these in these critical areas (please check which areas you wish to participate in).

Business / Industry Partner will:

- ☒ Provide a guaranteed interview opportunity to graduates of (List WSU Tech programs) at one of WSU Tech Campuses or at (Employer Partner) facility.
- ☒ The opportunity for employers to engage in Industry Advocate Team meetings twice a year to provide industry expertise in curriculum guidance, focus groups on retention and recruitment for students.
- ☒ Provide up to date job descriptions, credential requirements, and application instructions for positions you actively recruit candidates for.
- ☒ Provide constructive feedback to graduates who are interviewed when appropriate.
- ☒ Provide information regarding hiring requirements/trends or changes in requirements to WSU Tech.
- ☒ Refer denied applicants to further training at WSU Tech.
- ☒ Actively host students in applied learning activities such as apprenticeships, internships or independent study options for this program(s).



Reporting of Outcomes

Reports and evaluation of program effectiveness and adherence to the agreement will be ongoing and communicated to employer partners annually. Any student hired we will require the following reporting: date of hire, hourly wage, status of employment 30, 60, 90 days after initial hire. If no longer employed, the reason for separation.

In addition to this, WSU Tech is thankful to be the recipient of grant funding and this results in metric tracking we may request data for if needed.

Funding

This MOU is not a commitment of funds, however we would appreciate meeting with the appropriate person to further leverage this partnership by scholar-shiping your next hire to grow your own workforce. Your support through gifts to the foundation helps us make a difference in the lives of our students. Students select WSU Tech to receive training for the jobs that are most in demand by businesses like yours. Over 85% of our students have secured job placement within six months of graduation and we partner with employers to equip our students with the relevant skills for jobs today and tomorrow. We are open to discuss social media marketing and asset donations in place of a monetary donation as well.

Duration

This MOU is at-will and may be modified by mutual consent of authorized officials from WSU Tech and DoubleTree by Hilton Wichita. This MOU shall become effective upon signature by the authorized officials from WSU Tech and DoubleTree by Hilton Wichita and will remain in effect until modified or terminated by any one of the partners by mutual consent.

Your generosity and collaboration for the students of WSU Tech is greatly appreciated and we are honored to have you as a supporter and partner.

Notice of Nondiscrimination

The WSU TECH Board of Directors supports and complies with Title VI and Title VII of the Civil Rights Act of 1964 as amended, Section 504 of the Rehabilitation Act of 1973 and Amendments, The Americans with Disabilities Act, Title IX and all requirements imposed by or pursuant to the regulations of the Department of Health and Human Services and the Department of Education. It is the policy of the Board of Directors that no person in the United States (on the grounds of race, color, religion, sex, national origin, ancestry or disability) shall be excluded from participation in, denied the benefit of or otherwise subjected to discrimination under any program or activity of, or employment with WSU Tech. Persons with inquiries may contact the Human Resources Director at 4004 N. Webb Road Wichita, KS 67226 or by phone at 316.677-9500.

Legal Citation

Opportunities in Applied education and job placement at WSU TECH are available to all students regardless of race, color, national origin, sex or disability in compliance with Title VI:34 CFR 100.3(b) Guidelines VII-A, Title IX: 34 CFR 106.31(d), Section 504: CFR 104.4(b)



This Memorandum of Understanding (MOU) sets forth the terms and understanding between WSU Tech and DoubleTree by Hilton Wichita to provide the above checked services for the Hospitality and Events Management programs and publicly support WSU Tech students.

Contact Information and Signatures

(Employer Partner) *DoubleTree By Hilton - Wichita Airport*
Partner Representative Name: *Jay Hazatsi*
Position:
Address:
Telephone:
E-mail:
Signature _____
Date:

WSU Tech

WSU Tech Representative Name: Sheree Utash
Position: President, Wichita State University Campus of Applied Sciences and Technology
Address: 4004 N. Webb Rd. Wichita, KS 67226
Telephone: 316.677.1876
E-mail: sutash@wsutech.edu
Signature _____
Date:



**Collaboration Agreement between
Wichita State University Campus of Applied Sciences and Technology (WSU Tech)
and Douglas Market Development LLC**

This Memorandum of Understanding (MOU) sets forth the terms and understanding between Wichita State University Campus of Applied Sciences and Technology (WSU Tech) and Douglas Market Development LLC to provide support and opportunities outlined in this document for the Hospitality and Events Management programs and publicly support WSU Tech students.

Background

This MOU serves as notification that (Employer Partner) believes there is a need to develop a talent pool in our industry in this specific program(s). This partnership outlines opportunities for our organization to support WSU Tech. The opportunities are listed below in their entirety, but include membership in the Industry Advocate Team, hosting Applied Learning Opportunities, providing Guaranteed Interviews, and/or various aspects of support that are designed to increase the workforce by removing barriers for individuals getting trained to enter the pipeline.

Purpose

This MOU will establish the role of and scope of agreed involvement for Douglas Market Development LLC in regard to aforementioned programs. Involvement and participation is defined by supporting the following goals set out below and providing use of your company logo for outreach, coordination, and retention campaigns/events for enriching, sourcing, and securing a viable talent pipeline.

Support will be accomplished by Douglas Market Development LLC undertaking the following activities in these in these critical areas (please check which areas you wish to participate in).

Business / Industry Partner will:

- ☒ Provide a guaranteed interview opportunity to graduates of (List WSU Tech programs) at one of WSU Tech Campuses or at (Employer Partner) facility.
- ☒ The opportunity for employers to engage in Industry Advocate Team meetings twice a year to provide industry expertise in curriculum guidance, focus groups on retention and recruitment for students.
- ☒ Provide up to date job descriptions, credential requirements, and application instructions for positions you actively recruit candidates for.
- ☒ Provide constructive feedback to graduates who are interviewed when appropriate.
- ☒ Provide information regarding hiring requirements/trends or changes in requirements to WSU Tech.
- ☒ Refer denied applicants to further training at WSU Tech.
- ☒ Actively host students in applied learning activities such as apprenticeships, internships or independent study options for this program(s).





Reporting of Outcomes

Reports and evaluation of program effectiveness and adherence to the agreement will be ongoing and communicated to employer partners annually. Any student hired we will require the following reporting: date of hire, hourly wage, status of employment 30, 60, 90 days after initial hire. If no longer employed, the reason for separation.

In addition to this, WSU Tech is thankful to be the recipient of grant funding and this results in metric tracking we may request data for if needed.

Funding

This MOU is not a commitment of funds, however we would appreciate meeting with the appropriate person to further leverage this partnership by scholar-shiping your next hire to grow your own workforce. Your support through gifts to the foundation helps us make a difference in the lives of our students. Students select WSU Tech to receive training for the jobs that are most in demand by businesses like yours. Over 85% of our students have secured job placement within six months of graduation and we partner with employers to equip our students with the relevant skills for jobs today and tomorrow. We are open to discuss social media marketing and asset donations in place of a monetary donation as well.

Duration

This MOU is at-will and may be modified by mutual consent of authorized officials from WSU Tech and Douglas Market Development LLC. This MOU shall become effective upon signature by the authorized officials from WSU Tech and Douglas Market Development LLC and will remain in effect until modified or terminated by any one of the partners by mutual consent.

Your generosity and collaboration for the students of WSU Tech is greatly appreciated and we are honored to have you as a supporter and partner.

Notice of Nondiscrimination

The WSU TECH Board of Directors supports and complies with Title VI and Title VII of the Civil Rights Act of 1964 as amended, Section 504 of the Rehabilitation Act of 1973 and Amendments, The Americans with Disabilities Act, Title IX and all requirements imposed by or pursuant to the regulations of the Department of Health and Human Services and the Department of Education. It is the policy of the Board of Directors that no person in the United States (on the grounds of race, color, religion, sex, national origin, ancestry or disability) shall be excluded from participation in, denied the benefit of or otherwise subjected to discrimination under any program or activity of, or employment with WSU Tech. Persons with inquiries may contact the Human Resources Director at 4004 N. Webb Road Wichita, KS 67226 or by phone at 316.677-9500.

Legal Citation

Opportunities in Applied education and job placement at WSU TECH are available to all students regardless of race, color, national origin, sex or disability in compliance with Title VI:34 CFR 100.3(b) Guidelines VII-A, Title IX: 34 CFR 106.31(d), Section 504: CFR 104.4(b)





This Memorandum of Understanding (MOU) sets forth the terms and understanding between WSU Tech and Douglas Market Development LLC to provide the above checked services for the Hospitality and Events Management programs and publicly support WSU Tech students.

Contact Information and Signatures

(Employer Partner)

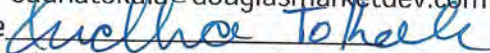
Partner Representative Name: Sudha Tokala

Position: President

Address: 221 S Topeka Wichita, KS 67202

Telephone:

E-mail: sudhatokala@douglasmarketdev.com

Signature 

Date: 2/20/20

WSU Tech

WSU Tech Representative Name: Sheree Utash

Position: President, Wichita State University Campus of Applied Sciences and Technology

Address: 4004 N. Webb Rd. Wichita, KS 67226

Telephone: 316.677.1876

E-mail: sutash@wsutech.edu

Signature _____

Date: 2/20/20





**Collaboration Agreement between
Wichita State University Campus of Applied Sciences and Technology (WSU Tech)
and Hampton Inn Airport Wichita**

This Memorandum of Understanding (MOU) sets forth the terms and understanding between Wichita State University Campus of Applied Sciences and Technology (WSU Tech) and Hampton Inn Airport Wichita to provide support and opportunities outlined in this document for the Hospitality and Events Management programs and publicly support WSU Tech students.

Background

This MOU serves as notification that (Employer Partner) believes there is a need to develop a talent pool in our industry in this specific program(s). This partnership outlines opportunities for our organization to support WSU Tech. The opportunities are listed below in their entirety, but include membership in the Industry Advocate Team, hosting Applied Learning Opportunities, providing Guaranteed Interviews, and/or various aspects of support that are designed to increase the workforce by removing barriers for individuals getting trained to enter the pipeline.

Purpose

This MOU will establish the role of and scope of agreed involvement for Hampton Inn Airport Wichita in regard to aforementioned programs. Involvement and participation is defined by supporting the following goals set out below and providing use of your company logo for outreach, coordination, and retention campaigns/events for enriching, sourcing, and securing a viable talent pipeline.

Support will be accomplished by Hampton Inn Airport Wichita undertaking the following activities in these in these critical areas (please check which areas you wish to participate in).

Business / Industry Partner will:

- ☒ Provide a guaranteed interview opportunity to graduates of (List WSU Tech programs) at one of WSU Tech Campuses or at (Employer Partner) facility.
- ☒ The opportunity for employers to engage in Industry Advocate Team meetings twice a year to provide industry expertise in curriculum guidance, focus groups on retention and recruitment for students.
- ☒ Provide up to date job descriptions, credential requirements, and application instructions for positions you actively recruit candidates for.
- ☒ Provide constructive feedback to graduates who are interviewed when appropriate.
- ☒ Provide information regarding hiring requirements/trends or changes in requirements to WSU Tech. Donations to WSU Tech labs i.e. metal or other materials, tools, machinery, etc.
- ☒ Refer denied applicants to further training at WSU Tech. Actively host students in applied learning activities such as apprenticeships, internships or independent study options for this program(s).





Reporting of Outcomes

Reports and evaluation of program effectiveness and adherence to the agreement will be ongoing and communicated to employer partners annually. Any student hired we will require the following reporting: date of hire, hourly wage, status of employment 30, 60, 90 days after initial hire. If no longer employed, the reason for separation.

In addition to this, WSU Tech is thankful to be the recipient of grant funding and this results in metric tracking we may request data for if needed.

Funding

This MOU is not a commitment of funds, however we would appreciate meeting with the appropriate person to further leverage this partnership by scholar-shiping your next hire to grow your own workforce. Your support through gifts to the foundation helps us make a difference in the lives of our students. Students select WSU Tech to receive training for the jobs that are most in demand by businesses like yours. Over 85% of our students have secured job placement within six months of graduation and we partner with employers to equip our students with the relevant skills for jobs today and tomorrow. We are open to discuss social media marketing and asset donations in place of a monetary donation as well.

Duration

This MOU is at-will and may be modified by mutual consent of authorized officials from WSU Tech and Hampton Inn Airport Wichita. This MOU shall become effective upon signature by the authorized officials from WSU Tech and Hampton Inn Airport Wichita and will remain in effect until modified or terminated by any one of the partners by mutual consent.

Your generosity and collaboration for the students of WSU Tech is greatly appreciated and we are honored to have you as a supporter and partner.

Notice of Nondiscrimination

The WSU TECH Board of Directors supports and complies with Title VI and Title VII of the Civil Rights Act of 1964 as amended, Section 504 of the Rehabilitation Act of 1973 and Amendments, The Americans with Disabilities Act, Title IX and all requirements imposed by or pursuant to the regulations of the Department of Health and Human Services and the Department of Education. It is the policy of the Board of Directors that no person in the United States (on the grounds of race, color, religion, sex, national origin, ancestry or disability) shall be excluded from participation in, denied the benefit of or otherwise subjected to discrimination under any program or activity of, or employment with WSU Tech. Persons with inquiries may contact the Human Resources Director at 4004 N. Webb Road Wichita, KS 67226 or by phone at 316.677-9500.

Legal Citation

Opportunities in Applied education and job placement at WSU TECH are available to all students regardless of race, color, national origin, sex or disability in compliance with Title VI:34 CFR 100.3(b) Guidelines VII-A, Title IX: 34 CFR 106.31(d), Section 504: CFR 104.4(b)





This Memorandum of Understanding (MOU) sets forth the terms and understanding between WSU Tech and Hampton Inn Airport Wichita to provide the above checked services for the Hospitality and Events Management programs and publicly support WSU Tech students.

Contact Information and Signatures

(Employer Partner) Hampton Inn Airport Wichita
Partner Representative Name: Sudha Tokala
Position: Owner
Address: 221 S Topolia Wichita, KS 67202
Telephone:
E-mail: sudha.tokala@danfaworkstoken.com
Signature: Sudha Tokala
Date: Feb 20, 2020

WSU Tech

WSU Tech Representative Name: Sheree Utash
Position: President, Wichita State University Campus of Applied Sciences and Technology
Address: 4004 N. Webb Rd. Wichita, KS 67226
Telephone: 316.677.1876
E-mail: sutash@wsutech.edu
Signature: _____
Date:





**Collaboration Agreement between
Wichita State University Campus of Applied Sciences and Technology (WSU Tech)
and Springhill Suites Wichita, KS**

This Memorandum of Understanding (MOU) sets forth the terms and understanding between Wichita State University Campus of Applied Sciences and Technology (WSU Tech) and Springhill Suites Wichita, KS to provide support and opportunities outlined in this document for the Hospitality and Events Management programs and publicly support WSU Tech students.

Background

This MOU serves as notification that (Employer Partner) believes there is a need to develop a talent pool in our industry in this specific program(s). This partnership outlines opportunities for our organization to support WSU Tech. The opportunities are listed below in their entirety, but include membership in the Industry Advocate Team, hosting Applied Learning Opportunities, providing Guaranteed Interviews, and/or various aspects of support that are designed to increase the workforce by removing barriers for individuals getting trained to enter the pipeline.

Purpose

This MOU will establish the role of and scope of agreed involvement for Springhill Suites Wichita, KS in regard to aforementioned programs. Involvement and participation is defined by supporting the following goals set out below and providing use of your company logo for outreach, coordination, and retention campaigns/events for enriching, sourcing, and securing a viable talent pipeline.

Support will be accomplished by Springhill Suites Wichita, KS undertaking the following activities in these in these critical areas (please check which areas you wish to participate in).

Business / Industry Partner will:

- ☒ Provide a guaranteed interview opportunity to graduates of (List WSU Tech programs) at one of WSU Tech Campuses or at (Employer Partner) facility.
- ☒ The opportunity for employers to engage in Industry Advocate Team meetings twice a year to provide industry expertise in curriculum guidance, focus groups on retention and recruitment for students.
- ☒ Provide up to date job descriptions, credential requirements, and application instructions for positions you actively recruit candidates for.
- ☒ Provide constructive feedback to graduates who are interviewed when appropriate.
- ☒ Provide information regarding hiring requirements/trends or changes in requirements to WSU Tech.
- ☒ Donations to WSU Tech labs i.e. metal or other materials, tools, machinery, etc.
- ☒ Refer denied applicants to further training at WSU Tech.
- Actively host students in applied learning activities such as apprenticeships, internships or independent study options for this program(s).





This Memorandum of Understanding (MOU) sets forth the terms and understanding between WSU Tech and Springhill Suites Wichita, KS to provide the above checked services for the Hospitality and Events Management programs and publicly support WSU Tech students.

Contact Information and Signatures

(Employer Partner)

Partner Representative Name: Mike Ladiwala

Position: President - Mid Continent Hospitality

Address: 405 State Hwy 121, Building C, Suite 140, Lewisville TX

Telephone: 316-305-1807

E-mail:

Signature

Date: 2/19/20

WSU Tech

WSU Tech Representative Name: Sheree Utash

Position: President, Wichita State University Campus of Applied Sciences and Technology

Address: 4004 N. Webb Rd. Wichita, KS 67226

Telephone: 316.677.1876

E-mail: sutash@wsutech.edu

Signature

Date: 2/19/20





HEM Hospitality and Events Management

Program Course List

Number	Title	Credits	R= Required E = Elective	Description	Pre/Corequisites
HEM 105	Sanitation and Safety	2	R – TC and AAS all Tracks	In this course, students will study the basic principles of bacteriology, foodborne illness, sanitation, workplace safety, personal hygiene, food security, health regulations, and inspections. The course emphasizes the importance of sanitary equipment and facilities, and pest control. Students must complete the National Restaurant Association Educational Foundation certification exam to pass this course.	N/A
HEM 110	Hospitality Math	3	R – TC all Tracks	Reviews the fundamentals of mathematics, including calculating percent,	Accuplacer Nex Gen Arithmetic

				ratios, decimals, fractions, weights and measures, and introductory algebra concepts. Emphasizes the application of mathematical fundamentals to a variety of culinary and hospitality uses. Provides instruction in equivalencies, recipe costing and conversion, calculating food and labor cost percentages, baker's percentages, yield conversions, and selling prices.	NGAC score of 276
HEM 115	Introduction to the Hospitality Industry	2	R – TC and AAS all Tracks	In this course, students will gain knowledge and develop an appreciation of the multifaceted elements of hospitality management by exploring all aspects of the hospitality, tourism, and event management industries including hotels and lodging; food-service and restaurants; travel and tourism; transportation; meetings, conventions and expositions; leisure and recreation; and, special events. While the focus is on basic hospitality and management principles, this course also reflects the impact of current social, economic, technological, and political factors on operations in the field. Further, students are offered information on the array of careers available in the various	N/A

				segments of the hospitality industry.	
HEM 120	Hospitality Service Techniques	3	R – TC and AAS all Tracks	Defines and describes points of service in restaurant and banquet functions. Discusses sales techniques, cash handling standards, methods of customer satisfaction, and other topics related to the smooth operation of any restaurant or catered event. The course includes hands-on experience at breakfast, lunch, and dinner in a full-service restaurant. Emphasizes proper service procedures, cost control, and efficient work methods.	N/A
HEM 125	Food & Beverage Management Fundamentals	3	R – TC and AAS all Tracks	Principal analysis of directing a food and beverage operation, with the examination of food and beverage in restaurant operations. Students will engage in theory and practices of service fundamentals pertaining to food and beverage management.	N/A
HEM 130	Introduction to Lodging Operations	2	R – TC and AAS all Tracks	The course provides students with an overview of the lodging industry and how its functions are organized and operated. Introduces each of the seven traditional disciplines: general management, hotel sales, financial control, room operations, food, and beverage operations, human resources, and physical plant maintenance.	N/A

				Emphasizes business ethics and effective communication.	
HEM 135	Hospitality Human Resource Management	3	R – TC and AAS all Tracks	Introduces the functions of human resource management including, planning, communicating, recruiting, hiring, training, coaching, counseling, discipline, performance evaluation, termination, and labor relations. Emphasizes the legal issues related to managerial decisions, motivation and managing diversity.	N/A
HEM 140	Hospitality Financial Management	3	R – TC and AAS all Tracks	Provides an understanding of basic accounting concepts and procedures relevant to hotel and food service operations. Instructs students in recording transactions, understanding financial statements, managing inventory, payroll problems, occupancy issues and other special topics.	N/A
HEM 145	Fundamentals of Excellent Customer Service	3	R – TC and AAS all Tracks	This course is designed to prepare students for the professional world of customer service. Students in this course receive a solid knowledge base in the areas of exemplary customer service practices, customer service in the internet age and, business communications.	N/A
HEM 150	Food and Beverage Operations	3	R –Lodging Track	Focuses on the management of food and beverage operations in	HEM 105 Sanitation and Safety

			Elective all other Tracks	hospitality establishments. Includes restaurant, banquets, room service, beverage operations, menu planning, and stewarding. This course prepares students to take the ServSafe Food Handlers Certification.	HEM 110 Hospitality Math HEM 115 Introduction to the Hospitality Industry HEM 120 Hospitality Service Techniques HEM 125 Food & Beverage Management Fundamentals HEM 130 Introduction to Lodging Operations HEM 135 Hospitality Human Resource Management HEM 140 Hospitality Financial Management HEM 145 Fundamentals of Excellent Customer Service
HEM 155	Front Office Management	3	R –Lodging Track Elective all other Tracks	This course introduces students to the Lodging Operations Front Office. Topics include reservations, front desk, guest services and human resource deployment issues specific to front office operations management. This course familiarizes students with the principles of front desk operational procedures; examines current trends in guest services; discusses online distribution of room inventory; and introduces students to	HEM 105 Sanitation and Safety HEM 110 Hospitality Math HEM 115 Introduction to Hospitality Industry HEM 120 Hospitality Service Techniques HEM 125 Food & Beverage Management Fundamentals HEM 130 Introduction to Lodging

				the principles of revenue management strategies. Students work with a Property Management Software to become familiar with computerized reservations, arrival and charge posting systems.	Operations HEM 135 Hospitality Human Resource Management HEM 140 Hospitality Financial Management HEM 145 Fundamentals of Excellent Customer Service
HEM 160	Housekeeping and Environmental Services	3	R –Lodging Track Elective all other Tracks	Examines the role of supervisory functions in the housekeeping department. Provides a thorough overview of maintaining a quality staff, planning and organizing, technical details of cleaning a room, managing the laundry, and control of supplies and equipment.	HEM 105 Sanitation and Safety HEM 110 Hospitality Math HEM 115 Introduction to Hospitality Industry HEM 120 Hospitality Service Techniques HEM 125 Food & Beverage Management Fundamentals HEM 130 Introduction to Lodging Operations HEM 135 Hospitality Human Resource Management HEM 140 Hospitality Financial Management HEM 145 Fundamentals of Excellent Customer Service
HEM 165	Revenue Management	3	R –Lodging Track	Revenue Management is critical to the hospitality industry due to the	HEM 105 Sanitation and Safety

			Elective all other Tracks	perishable nature of service-based products. The fundamental principles and concepts of revenue management covered in this course are capacity management, duration control, demand, and revenue forecasting, discounting, overbooking practices, displacement analysis, channel management, and pricing execution.	HEM 110 Hospitality Math HEM 115 Introduction to Hospitality Industry HEM 120 Hospitality Service Techniques HEM 125 Food & Beverage Management Fundamentals HEM 130 Introduction to Lodging Operations HEM 135 Hospitality Human Resource Management HEM 140 Hospitality Financial Management HEM 145 Fundamentals of Excellent Customer Service
HEM 170	Sales	3	R –Lodging Track Elective all other Tracks	The course introduces the principles, concepts, and systems utilized in the marketing and sales areas within the hospitality industry. The course provides an in-depth analysis of marketing strategies and theories with a holistic appreciation of the scope and importance of the marketing and sales functions in the hospitality business.	HEM 105 Sanitation and Safety HEM 110 Hospitality Math HEM 115 Introduction to Hospitality Industry HEM 120 Hospitality Service Techniques HEM 125 Food & Beverage Management Fundamentals HEM 130 Introduction to Lodging

					Operations HEM 135 Hospitality Human Resource Management HEM 140 Hospitality Financial Management HEM 145 Fundamentals of Excellent Customer Service
HEM 175	Event Catering Strategies	3	R- Events & Food & Beverage E – Lodging	This course serves as an introduction to planning catering events, responsibilities of the caterer and the event planner as well as techniques for identifying equipment and space needs to facilitate the event.	HEM 105 Sanitation and Safety HEM 110 Hospitality Math HEM 115 Introduction to the Hospitality Industry HEM 120 Hospitality Service Techniques HEM 125 Food & Beverage Management Fundamentals HEM 130 Introduction to Lodging Operations HEM 135 Hospitality Human Resource Management HEM 140 Hospitality Financial Management HEM 145 Fundamentals of Excellent Customer Service
HEM 180	Event Industry Fundamentals	3	R – Events Track	Overview of the event management industries. This course looks at the	HEM 105 Sanitation and Safety

			E- Lodging and Food & Beverage	most up to date techniques and procedures required for producing successful and sustainable event.	HEM 110 Hospitality Math HEM 115 Introduction to Hospitality Industry HEM 120 Hospitality Service Techniques HEM 125 Food & Beverage Management Fundamentals HEM 130 Introduction to Lodging Operations HEM 135 Hospitality Human Resource Management HEM 140 Hospitality Financial Management HEM 145 Fundamentals of Excellent Customer Service
HEM 185	Event and Meeting Contracting	3	R – Events Track E- Lodging and Food & Beverage	An introduction to the Meeting & Events industry where by contracts are a necessary part of doing business. This course will explore four key components which are the offer, consideration, acceptance, as well as the Banquet Event Order (BEO) or sometimes referred to as the Catering Event Order (CEO).	HEM 105 Sanitation and Safety HEM 110 Hospitality Math HEM 115 Introduction tot the Hospitality Industry HEM 120 Hospitality Service Techniques HEM 125 Food & Beverage Management Fundamentals HEM 130 Introduction to Lodging

					Operations HEM 135 Hospitality Human Resource Management HEM 140 Hospitality Financial Management HEM 145 Fundamentals of Excellent Customer Service
HEM 190	Event Support Systems	3	R – Events Track E- Lodging and Food & Beverage	In this course, students will examine event objectives and potential sponsorship opportunities for non-profit events as they relate to the event budget. The course will provide students with an opportunity to apply current industry software to manage attendee registration, volunteer management, audiovisual requirements, and event space management. In addition, students will produce reports of the key service providers related to attendee accommodations, transportation, ancillary activities, and post-event evaluations.	HEM 105 Sanitation and Safety HEM 110 Hospitality Math HEM 115 Introduction to Hospitality Industry HEM 120 Hospitality Service Techniques HEM 125 Food & Beverage Management Fundamentals HEM 130 Introduction to Lodging Operations HEM 135 Hospitality Human Resource Management HEM 140 Hospitality Financial Management HEM 145 Fundamentals of Excellent Customer Service
HEM 195	Special Events and Meetings	3	R – Events Track	In this course, students will gain hands-on experience in event	HEM 105 Sanitation and Safety

			E- Lodging and Food & Beverage	planning. Students will also learn to anticipate and execute the needs of an organization or community planning special events.	HEM 110 Hospitality Math HEM 115 Introduction to the Hospitality Industry HEM 120 Hospitality Service Techniques HEM 125 Food & Beverage Management Fundamentals HEM 130 Introduction to Lodging Operations HEM 135 Hospitality Human Resource Management HEM 140 Hospitality Financial Management HEM 145 Fundamentals of Excellent Customer Service
HEM 200	Event Project Planning	3	R – Events Track E- Lodging and Food & Beverage	This course provides an overview of project management as identification and explanation for the building blocks of an event from start to finish. The project triangle is introduced and demonstrates the construction of an event. Students will define the scope, create well-defined requirements, and develop work breakdown structures for an event. Task and precedence diagramming will be taught to develop the	HEM 105 Sanitation and Safety HEM 110 Hospitality Math HEM 115 Introduction to Hospitality Industry HEM 120 Hospitality Service Techniques HEM 125 Food & Beverage Management Fundamentals HEM 130 Introduction to Lodging

				<p>event schedule and master task list. Students will also learn to construct an event project communications plan for the purpose of communicating with internal and external stakeholders. The final portion of the course is designed to teach students to close out the function and visualize the lessons learned from the production of the event.</p>	<p>Operations HEM 135 Hospitality Human Resource Management HEM 140 Hospitality Financial Management HEM 145 Fundamentals of Excellent Customer Service HEM 175 Event Catering Strategies HEM 180 Event Industry Fundamentals HEM 185 Event and Meeting Contracting HEM 190 Event Support Systems HEM 195 Special Events and Meetings</p>
HEM 205	Alcohol Beverage Law	3	<p>R- Food & Beverage</p> <p>E- Events and Lodging</p>	<p>This course will prepare students for bartending through the emphasis on ABC Laws, alcohol responsibilities, alcohol awareness, and bar setup. This course will prepare students to complete the ServSafe Alcohol certification.</p>	<p>HEM 105 Sanitation and Safety HEM 110 Hospitality Math HEM 115 Introduction to the Hospitality Industry HEM 120 Hospitality Service Techniques HEM 125 Food & Beverage Management Fundamentals HEM 130 Introduction to Lodging Operations HEM 135 Hospitality</p>

					Human Resource Management HEM 140 Hospitality Financial Management HEM 145 Fundamentals of Excellent Customer Service
HEM 210	Beer and Spirits	3	R- Food & Beverage E- Events and Lodging	Introduction to history and methods of production for a variety of beer, spirits, and other beverages. Beverage tasting and sensory analysis; product knowledge; service techniques; sales; and alcohol service relate to the hospitality industry. Students must be 21 years old to participate in this course.	HEM 205 Alcohol Beverage Law
HEM 215	Food and Alcohol	3	R- Food & Beverage E- Events and Lodging	In this course, students will explore the complexity of pairing food and different types of alcohol in today's culinary world. This course will explore the significance of food and drink by examining the fundamental concepts of history, tradition, and culture. Whether planning a large catered event, developing food and wine menus for restaurants or special events, understanding how to pair food with alcohol is an invaluable skill for hospitality professionals.	HEM 205 Alcohol Beverage Law

HEM 220	Beverage Promotion	1	R- Food & Beverage E- Events and Lodging	This course is designed to provide the practical knowledge needed to manage a restaurant bar or beverage operation.	HEM 205 Alcohol Beverage Law
HEM 225	Wine Fundamentals	3	R- Food & Beverage E- Events and Lodging	Through tasting, the student will develop an appreciation of different types of wine, including varietal characteristics and other components, in order to understand the role of wine in professional food and beverage operations. Students must be 21 years of age.	HEM 205 Alcohol Beverage Law
HEM 230	Mixology	4	R- Food & Beverage E- Events and Lodging	Create a wide variety of classic and everyday mixed drinks in a standard bar setting. Learn about bar glassware and equipment identification, pouring techniques, common cocktail mixing methods, history of distilled spirits, origin and characteristics of various distilled spirit brands, distillation process, bartenders job description, and responsibilities, cost control, beverage pricing and responsible alcohol service.	HEM 205 Alcohol Beverage Law
HEM 235	Hospitality Management Internship	4	R – all tracks	This is a work-based learning course which enables students to develop practical skills, relate theory to practice, and to gain a sound base of industrial experience by working – on a paid or voluntary basis – from a range of organizations within the	HEM 105 Sanitation and Safety HEM 110 Hospitality Math HEM 115 Introduction to the Hospitality Industry HEM 120 Hospitality

				<p>hospitality industry. In addition, this course seeks to develop 'employability skills' to assist students in progressing towards a career in hospitality.</p>	<p>Service Techniques HEM 125 Food & Beverage Management Fundamentals HEM 130 Introduction to Lodging Operations HEM 135 Hospitality Human Resource Management HEM 140 Hospitality Financial Management HEM 145 Fundamentals of Excellent Customer Service</p>
PDV 105	Blueprint for Personal Success	2	R- TC and AAS all Tracks	<p>The professional world is full of challenging situations, including conflicting personalities, miscommunication, and cultural differences. In this course, students will learn about typical workplace etiquette protocols, communication standards, and cultural awareness strategies in order to navigate these common obstacles. This course will prepare students by educating them on the importance of establishing and maintaining their professional image in the workplace. Whether students are working on the manufacturing floor, in a medical facility or in a professional office setting practicing professional etiquette</p>	N/A

				will help ensure that their occupational environment is positive and productive. Students will integrate internal attitudes with external behaviors so that their personal attributes reflect the expectations of their future employers. The course provides a study of human relations and professional development in today's rapidly changing world. The course prepares students for living and working in a complex society through a focus on professionalism, work ethic, teamwork (collaboration) and oral communication. Topics include: Goal Setting, Entry Level Leadership, Communication, Teamwork and Diversity, Career Management, Lifestyle Design, and Disruption in Industry.	
	Communication Electives		One course from list below required for AAS		
SPH 101	Public Speaking	3	E	Covers fundamental basics to all good private and public speaking experiences and elements in voice production and improvement, bodily movement, confidence, poise and understanding of all types of public speeches. Required of all transfer curricula.	

SPH 111	Interpersonal Communications	3	E	<p>Improves individual communication skills. By understanding the elements of effective communication, students are able to create environments that bring out the best in themselves and others. In addition, students learn how to better turn ideas and feelings into words, how to listen more effectively, respond more appropriately to what others have said and, most important of all, how to maintain and develop good interpersonal relationships with their families, their peers and fellow workers. Emphasis is placed on small-group activities, interviewing skills and verbal and non-verbal communication.</p>	
ENG 101	Composition I	3	R- AAS Tracks	<p>This course is designed to improve the reading and writing skills of students. The emphasis is on fundamental principles of written English in structurally correct sentences, paragraphs and expository themes. Critical analysis of essays will be used to aid in developing the student's thinking, support of thesis and style. Students are introduced to the basic components of research by writing a documented essay in Modern</p>	ENG 030 English or test out

				Language Association (MLA) style.	
MTH 101	Intermediate Algebra	3	R- AAS Tracks	This online/traditional/hybrid course provides students with the algebraic skills necessary to begin conceptualizing abstract mathematical concepts in preparation for MTH 112 (College Algebra). Topics include: Solving Linear Equations and Inequalities; Graphs, Functions, and Applications; Systems of Equations; Polynomials and Polynomial Functions; Rational Expressions, Equations, and Functions; Radical Expressions, Equations, and Functions; and Introduction to Quadratic Equations.	MTH 035 PACER Mathematics II
	Humanities Electives		One Course required for AAS		
ART 100	Art Appreciation	3	E	This course is designed to develop a personal appreciation of art. By combining a study of concepts and artist's work, the student should improve one's judgment and ability to understand art critically.	N/A
CRJ 101	Introduction to Criminal Justice	3	E	Provides an introduction to the historical development and the internal and external issues of the various components of the criminal justice system including police, corrections and the courts. The student will	N/A

				illustrate how these interrelated components result in the administration of justice today.	
ENG 110	Introduction to Literature	3	E	This course is an introduction to the short forms of literature, designed to develop understanding and appreciation of good literature. Study includes short stories, dramas and poems.	ENG101 Composition I
GEO 101	Principles of Geography	3	E	This course is designed to provide the student with an introduction of how geography influences social, cultural, economic, political, and environmental systems. Students will gain an understanding of how modern technology and global human ecology shape our knowledge of land, environment, and culture.	N/A
HIS 110	United States History to 1877	3	E	This course traces development of the United States, 1492 to 1876, including English colonization, the American Revolution, formation of the Union, colonization of the West, development of sectionalism, the Civil War, and restoration of home rule in the South. Important political, cultural, economic, and religious/philosophical accomplishments of this period will be examined.	N/A
HIS 120	United States History since 1865	3	E	This course is designed to provide the student	N/A

				with an introduction to United States history from the end of Reconstruction to the present. This course will survey the important political, cultural, economic, and religious/philosophical accomplishments during this period.	
HIS 130	World History I	3	E	This course provides an introduction to the birth and development of World History to the mid-16th century. Students will survey the important political, cultural, economic, and religious/ philosophical accomplishments of this period.	N/A
PHL 110	Ethics	3	E	A practical approach to recognizing, understanding and solving ethical problems confronting individuals in today's society. Basic concepts of applied ethical theories in moral philosophy and reasoning are examined using critical thinking and responsible decision-making skills.	N/A
PHL 115	Logic	3	E	This course deals with the uses of logical concepts and techniques to evaluate and criticize reasoning. Studies some elementary systems of formal logic. Arguments evaluated are drawn from such diverse fields as law, science, politics, religion, and advertising.	N/A

REL 101	New Testament	3	E	This course is an introduction to history, literature and culture that gave rise to the New Testament from an objective and analytical approach.	N/A
THR 100	Theatre Appreciation	3	E	Upon completion of this class, the student will know the origin of theater, as well as the major historical periods of theatrical development including Greek, Medieval and Shakespearian. Students will acquire a basic understanding of different aspects of theater and play production, including an awareness of technical theater, designing for the stage, dramatic literature and structure. The student will become familiar with what constitutes quality acting and playwriting.	N/A
	Social Sciences Electives		One course from the list below for AAS		
ECO 105	Principles of Macroeconomics	3	E	This course explores the fundamental aspects of the United States economy including growth, fiscal and monetary policies, unemployment, inflation, national debt, money and the Federal Reserve System. National and international policy topics are discussed.	EdReady GMID - Score of 39 or higher

ECO 110	Principles of Microeconomics	3	E	Attention will be given to the methods of producing the goods and services that our economy provides. The following areas are explored: supply, demand, pricing, scarcity, business firms and business anti-trust and public interest, incomes, wages and salaries, income distribution, taxes, and tax reform.	EdReady GMID - Score of 39 or higher
POL 101	American Government	3	E	A general study of the development, structure and functions of the American National Government. Topics to be studied include an introduction to government, principles of constitutionalism and federalism, political parties and political behavior, the Presidency, congress, the judiciary and the federal bureaucracy, Of specific emphasis is an analysis of decision-making in government, public participation and influence in government as well as a study of specific problems concerning the operation of the federal government.	
PSY 101	General Psychology	3	E	A general introduction to the scientific study of behavior and mental processes to enable students to apply the knowledge they gain about the history of psychology, psychological	

				perspectives, biological bases of behavior, sensation and perception, learning, cognition, intelligence, motivation, development, personality, psychological disorders and treatments of disorders, social psychology and critical thinking skills to enhance the quality of his/her life as he/she interacts with others and the environment.	
PSY 110	Child Psychology	3	E	This course is a scientific study of child behavior and development from the prenatal period through adolescence. This includes special emphasis in topics of physical development, cognitive and language development, social-emotional development and attachment, socialization, and practical applications of discipline and child rearing.	PSY 101 General Psychology
PSY 120	Developmental Psychology	3	E	A study of individual development from conception through death to enable students to apply the knowledge they gain about the general areas of biological, neurological, physical, cognitive, social, emotional and personality development at each stage of life to enhance more meaningful interactions with others and better	PSY 101 General Psychology

				understanding of his/herself.	
SOC 101	Principles of Sociology	3	E	An introductory study of human society to acquaint students with the influence and patterns of individual and group interaction by exploring the development, characteristics, and functioning of human groups; the relationships between groups, and group influences on individual behavior.	N/A
SOC 115	Social Problems	3	E	This course will examine the major problems of contemporary society, the social causes, potential solutions, and impact on public policy utilizing sociological theories and perspectives. Students will acquire an understanding of unique issues such as, inequality, crime, deviance, violence, substance abuse, and problems within socialization institutions.	SOC 101 Introduction to Sociology
SOC 125	Community Health Worker I	3	E	Community Health Workers connect with their communities providing health care outreach and education, client-centered counseling, case management and client/community based advocacy. This course is designed to introduce students to the basic skills and knowledge required to be an	N/A

				effective Community Health Worker. In this scenario based learning environment students will be exposed to their role as community advocates, public health issues in the US, and cultural humility. Faculty and students will engage in interactive scenarios to introduce and reinforce topics such as client centered counseling, care management and client interview techniques.	
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HEM Hospitality and Events Management

Program Configurations

AAS Hospitality and Events Management – Events Management Track

Total Credits 65

Semester 1

Course #	Course Title	Credits	Function
HEM 105	Sanitation and Safety	2	Technical Studies
HEM 115	Introduction to the Hospitality Industry	2	Technical Studies
HEM 120	Hospitality Service Techniques	3	Technical Studies
HEM 125	Food & Beverage Management Fundamentals	3	Technical Studies
HEM 130	Introduction to Lodging Operations	2	Technical Studies
HEM 135	Hospitality Human Resource Management	3	Technical Studies

PDV 105	Blueprint for Personal Success	2	General Studies
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Semester 2

Course #	Course Title	Credits	Function
HEM 140	Hospitality Financial Management	3	Technical Studies
HEM 145	Fundamentals of Excellent Customer Service	3	Technical Studies
HEM 175	Event Catering Strategies	3	Technical Studies
HEM 180	Event Industry Fundamentals	3	Technical Studies
HEM 185	Event and Meeting Contracting	3	Technical Studies
MTH 101	Intermediate Algebra	3	General Studies

Semester 3

Course #	Course Title	Credits	Function
HEM 190	Event Support Systems	3	Technical Studies
HEM 195	Special Events and Meetings	3	Technical Studies
ENG 101	Composition I	3	General Studies
	Social Science Elective	3	General Studies

Semester 4

Course #	Course Title	Credits	Function
HEM 200	Event Project Planning	3	Technical Studies
HEM 235	Hospitality Management Internship	4	Technical Studies
HEM	Electives	5	Elective
	Communication Elective	3	General Studies
	Humanities Elective	3	General Studies

Electives

Course #	Course Title	Credits	Function
HEM 150	Food and Beverage Operations		Elective
HEM 155	Front Office Management		Elective
HEM 160	Housekeeping and Environmental Services		Elective
HEM 165	Revenue Management		Elective
HEM 170	Sales		Elective
HEM 175	Event Catering Strategies		Elective
HEM 180	Event Industry Fundamentals		Elective
HEM 185	Event and Meeting Contracting		Elective
HEM 190	Event Support Systems		Elective
HEM 195	Special Events and Meetings		Elective
HEM 200	Event Project Planning		Elective
HEM 205	Alcohol Beverage Law		Elective
HEM 210	Beer and Spirits		Elective
HEM 215	Food and Alcohol		Elective
HEM 220	Beverage Promotion		Elective
HEM 225	Wine Fundamentals		Elective
HEM 230	Mixology		Elective

TC Hospitality and Events Management – Events Management Track

Total Credits 48

Semester 1

Course #	Course Title	Credits	Function
HEM 105	Sanitation and Safety	2	Technical Studies
HEM 115	Introduction to the Hospitality Industry	2	Technical Studies
HEM 120	Hospitality Service Techniques	3	Technical Studies
HEM 125	Food & Beverage Management Fundamentals	3	Technical Studies
HEM 130	Introduction to Lodging Operations	2	Technical Studies
HEM 135	Hospitality Human Resource Management	3	Technical Studies
PDV 105	Blueprint for Personal Success	2	General Studies

Semester 2

Course #	Course Title	Credits	Function
HEM 110	Hospitality Math	3	Technical Studies
HEM 140	Hospitality Financial Management	3	Technical Studies
HEM 145	Fundamentals of Excellent Customer Service	3	Technical Studies
HEM 175	Event Catering Strategies	3	Technical Studies
HEM 180	Event Industry Fundamentals	3	Technical Studies
HEM 185	Event and Meeting Contracting	3	Technical Studies

Semester 3

Course #	Course Title	Credits	Function
HEM 190	Event Support Systems	3	Technical Studies
HEM 195	Special Events and Meetings	3	Technical Studies
HEM 200	Event Project Planning	3	Technical Studies
HEM 235	Hospitality Management Internship	4	Technical Studies

AAS Hospitality and Events Management - Food and Beverage Management Track

Total Credits 65

Semester 1

Course #	Course Title	Credits	Function
HEM 105	Sanitation and Safety	2	Technical Studies
HEM 115	Introduction to the Hospitality Industry	2	Technical Studies
HEM 120	Hospitality Service Techniques	3	Technical Studies
HEM 125	Food & Beverage Management Fundamentals	3	Technical Studies
HEM 130	Introduction to Lodging Operations	2	Technical Studies
HEM 135	Hospitality Human Resource Management	3	Technical Studies
PDV 105	Blueprint for Personal Success	2	General Studies

Semester 2

Course #	Course Title	Credits	Function
HEM 140	Hospitality Financial Management	3	Technical Studies
HEM 145	Fundamentals of Excellent Customer Service	3	Technical Studies
HEM 175	Event Catering Strategies	3	Technical Studies
HEM 205	Alcohol Beverage Law	3	Technical Studies
HEM	Electives 3 Credits	3	Elective
MTH 101	Intermediate Algebra	3	General Studies

Semester 3

Course #	Course Title	Credits	Function
HEM 210	Beer and Spirits	3	Technical Studies
HEM 215	Food and Alcohol	3	Technical Studies
ENG 101	Composition I	3	General Studies
	Social Science Elective	3	General Studies

Semester 4

Course #	Course Title	Credits	Function
HEM 220	Beverage Promotion	1	Technical Studies
HEM 225	Wine Fundamentals	3	Technical Studies
HEM 230	Mixology	4	Technical Studies
HEM 235	Hospitality Management Internship	4	Technical Studies
	Humanities Elective	3	General Studies
	Communication Elective	3	General Studies

Electives

Course #	Course Title	Credits	Function
HEM 150	Food and Beverage Operations		Elective
HEM 155	Front Office Management		Elective
HEM 160	Housekeeping and Environmental Services		Elective
HEM 165	Revenue Management		Elective
HEM 170	Sales		Elective
HEM 175	Event Catering Strategies		Elective
HEM 180	Event Industry Fundamentals		Elective
HEM 185	Event and Meeting Contracting		Elective
HEM 190	Event Support Systems		Elective
HEM 195	Special Events and Meetings		Elective
HEM 200	Event Project Planning		Elective
HEM 205	Alcohol Beverage Law		Elective
HEM 210	Beer and Spirits		Elective
HEM 215	Food and Alcohol		Elective
HEM 220	Beverage Promotion		Elective
HEM 225	Wine Fundamentals		Elective
HEM 230	Mixology		Elective

TC Hospitality and Events Management / Food and Beverage Management Track

Total Credits 50

Semester 1

Course #	Course Title	Credits	Function
HEM 105	Sanitation and Safety	2	Technical Studies
HEM 115	Introduction to the Hospitality Industry	2	Technical Studies
HEM 120	Hospitality Service Techniques	3	Technical Studies
HEM 125	Food & Beverage Management Fundamentals	3	Technical Studies
HEM 130	Introduction to Lodging Operations	2	Technical Studies
HEM 135	Hospitality Human Resource Management	3	Technical Studies
HEM 110	Hospitality Math	3	Technical Studies
PDV 105	Blueprint for Personal Success	2	General Studies

Semester 2

Course #	Course Title	Credits	Function
HEM 140	Hospitality Financial Management	3	Technical Studies
HEM 145	Fundamentals of Excellent Customer Service	3	Technical Studies
HEM 175	Event Catering Strategies	3	Technical Studies
HEM 205	Alcohol Beverage Law	3	Technical Studies
HEM 210	Beer and Spirits	3	Technical Studies
HEM 215	Food and Alcohol	3	Technical Studies

Semester 3

Course #	Course Title	Credits	Function
HEM 220	Beverage Promotion	1	Technical Studies
HEM 225	Wine Fundamentals	3	Technical Studies
HEM 230	Mixology	4	Technical Studies
HEM 235	Hospitality Management Internship	4	Technical Studies

AAS Hospitality and Events Management - Lodging Management Track

Total Credits 65

Semester 1

Course #	Course Title	Credits	Function
HEM 105	Sanitation and Safety	2	Technical Studies
HEM 115	Introduction to the Hospitality Industry	2	Technical Studies
HEM 120	Hospitality Service Techniques	3	Technical Studies
HEM 125	Food & Beverage Management Fundamentals	3	Technical Studies
HEM 130	Introduction to Lodging Operations	2	Technical Studies
HEM 135	Hospitality Human Resource Management	3	Technical Studies
PDV 105	Blueprint for Personal Success	2	General Studies

Semester 2

Course #	Course Title	Credits	Function
HEM 140	Hospitality Financial Management	3	Technical Studies
HEM 145	Fundamentals of Excellent Customer Service	3	Technical Studies
MTH 101	Intermediate Algebra	3	General Studies
HEM 150	Food and Beverage Operations	3	Technical Studies
HEM 155	Front Office Management	3	Technical Studies
HEM 160	Housekeeping and Environmental Services	3	Technical Studies

Semester 3

Course #	Course Title	Credits	Function
HEM 165	Revenue Management	3	Technical Studies
HEM 170	Sales	3	Technical Studies
	Social Science Elective	3	General Studies
ENG 101	Composition I	3	General Studies

HEM 195	Special Events and Meetings	3	Technical Studies
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Semester 4

Course #	Course Title	Credits	Function
HEM 235	Hospitality Management Internship	4	Technical Studies
	Communication Elective	3	General Studies
HEM	Electives - 5 Credits	5	Technical Studies
	Humanities Elective	3	General Studies

Electives

Course #	Course Title	Credits	Function
HEM 150	Food and Beverage Operations		Elective
HEM 155	Front Office Management		Elective
HEM 160	Housekeeping and Environmental Services		Elective
HEM 165	Revenue Management		Elective
HEM 170	Sales		Elective
HEM 175	Event Catering Strategies		Elective
HEM 180	Event Industry Fundamentals		Elective
HEM 185	Event and Meeting Contracting		Elective
HEM 200	Event Project Planning		Elective
HEM 190	Event Support Systems		Elective
HEM 195	Special Events and Meetings		Elective
HEM 205	Alcohol Beverage Law		Elective
HEM 210	Beer and Spirits		Elective
HEM 215	Food and Alcohol		Elective
HEM 220	Beverage Promotion		Elective
HEM 225	Wine Fundamentals		Elective
HEM 230	Mixology		Elective

TC Hospitality and Events Management /Lodging Management Track

Total Credits 48

Semester 1

Course #	Course Title	Credits	Function
HEM 105	Sanitation and Safety	2	Technical Studies
HEM 115	Introduction to the Hospitality Industry	2	Technical Studies
HEM 120	Hospitality Service Techniques	3	Technical Studies
HEM 125	Food & Beverage Management Fundamentals	3	Technical Studies
HEM 130	Introduction to Lodging Operations	2	Technical Studies
HEM 135	Hospitality Human Resource Management	3	Technical Studies
PDV 105	Blueprint for Personal Success	2	General Studies

Semester 2

Course #	Course Title	Credits	Function
HEM 110	Hospitality Math	3	Technical Studies
HEM 140	Hospitality Financial Management	3	Technical Studies
HEM 145	Fundamentals of Excellent Customer Service	3	Technical Studies
HEM 150	Food and Beverage Operations	3	Technical Studies
HEM 155	Front Office Management	3	Technical Studies
HEM 160	Housekeeping and Environmental Services	3	Technical Studies

Semester 3

Course #	Course Title	Credits	Function
HEM 165	Revenue Management	3	Technical Studies
HEM 170	Sales	3	Technical Studies
HEM 195	Special Events and Meetings	3	Technical Studies
HEM 235	Hospitality Management Internship	4	Technical Studies

KBOR Fiscal Summary for Proposed Academic Programs

CA-1a Form (2018)

Institution: Wichita State University Campus of Applied Sciences and Technology

Proposed Program: Hospitality and Events Management

IMPLEMENTATION COSTS

Part I. Anticipated Enrollment		Implementation Year		
Please state how many students/credit hours are expected during the initial year of the program?				
		Full-Time	Part-Time	
A. Headcount:		20	0	
Part II. Initial Budget		Implementation Year		
A. Faculty		Existing:	New:	Funding Source:
Full-time	#	\$	\$45,000.00	Industry Supported position – 1yr
Part-time/Adjunct	#	\$	\$0	
		Amount	Funding Source	
B. Equipment required for program		\$30,000.00	New Program Funds	
C. Tools and/or supplies required for the program		\$		
D. Instructional Supplies and Materials		\$2800.00	Student Fees	
E. Facility requirements, including facility modifications and/or classroom renovations		\$		
F. Technology and/or Software		\$4,000.00	New Program Funds	
G. Other <i>(Please identify; add lines as required)</i>				
Total For Implementation Year		\$81,800.00		

Part I. Program Enrollment		Second and Third Years		
Please state how many students/credit hours are expected during the first two years of the program?				
		Full-Time	Part-Time	
A. Headcount:		20	10	
Part II. Ongoing Program Costs		First Two Years		
A. Faculty		Existing:	New:	Funding Source:
Full-time	#	\$46,350.00	\$	Program Budget
Part-time	#	\$	\$ 13, 635.00	Student Tuition
		Amount	Funding Source	
B. Equipment required for program		\$ 0.0		
C. Tools and/or supplies required for the program		\$1000.00	Program Budget	
D. Instructional Supplies and Materials		\$9800.00	Student Fees	
E. Facility requirements, including facility modifications and/or classroom renovations		\$ 270,000.00	Lease costs for the new facility will be paid with new program development funds, institutional and student tuition funds	
F. Technology and/or Software		\$0.0		

KBOR Fiscal Summary for Proposed Academic Programs

CA-1a Form (2018)

G. Other <i>(Please identify; add lines as required)</i>		
Total For Program Sustainability	\$340,785.00	

PROGRAM SUSTAINABILITY COSTS (Second and Third Years)

Please indicate any additional support and/or funding for the proposed program:

None at this time

Submit the completed application and supporting documents to the following:

Director of Workforce Development
Kansas Board of Regents
1000 SW Jackson St., Suite 520
Topeka, Kansas 66612-1368



Industry Advocate Team
WSU Tech
Hospitality and Event Management
4/2/2020
1:00pm

I. Members:

	Name, Occupation			
x	Lisa Graham- KRHA		Vanessa Bazil- Hyatt	
x	Maureen Hofrenning- Visit Wichita		Jay Haratsis- Double Tree	Pam Doyle, Gen Ed. Health Science VP
x	Andrew Gough- Reverier Roasters		Justin Stuhlsatz- Hyatt	x Whitney Lancaster, Academic Coordinator, Gen Ed.
x	Seth Konkel- Ilusion			x Matt Vogt, Dean, Gen Ed
x	Pat Pelkowski- Shaken or Stirred			x Trish Schmidt Dean of Academic Services
x	Susan Otterness Catering Director at Olive Tree Catering			

A. Introduction of members and guests -

B. Review of curriculum changes and course descriptions –

Matt presented outcomes to voting members an update was suggested.

Number 4. was updated with the addition of problem-solving skills with customer services skills.

Members voted and approved all outcomes.

Matt presented Curriculum to members:

Members Approved Curriculum

C. Next IAT Meeting Date – TBD



From: [Joseph Varrientos](#)
To: [Faculty Senate](#)
Cc: [Scott Lucas PhD](#); [Matt Vogt](#); [Russ Henry](#); [Trish Schmidt](#); [Pam Doyle](#); [James Austin](#)
Subject: Re: WSU Tech Faculty Senate Meeting Feb 19, 2020
Date: Thursday, February 20, 2020 2:03:02 PM
Attachments: [image001.png](#)
[OutlookEmoji-1522955802664_PastedImage0228e7de-7c83-4f61-a5d3-b766369136c0.png](#)

Hi Faculty Senate, Trish, Matt, Russ, Pam and Scott!

The Faculty Senate has voted unanimously to accept both the Hospitality and Cloud Computing Programs for including into our existing academic offering and for submission to the KBOR TEA for approval.

We understand there is more to do on each program before submission to KBOR, but from our review it appears the required due diligence has been performed for both programs.

Again, we extend an invitation to Matt and Russ to meet with us in future meetings as these programs develop so that we, as faculty representatives, may remain informed.

Technical difficulties experienced yesterday are being addressed. James is on it. Thanks, James!!

Cheers, and thanks again to all! Joe

Joe Varrientos, Ph.D.

Lead Faculty, Electronics Technology
National Center for Aviation Training | 4004 N. Webb Road | Wichita, KS 67226
jvarrientos@wsutech.edu | Tel 316.677.1875 | www.WSUTECH.edu



From: Phillip Taylor
Sent: Thursday, February 20, 2020 1:26 PM
To: Joseph Varrientos; Faculty Senate
Cc: Pam Doyle; Scott Lucas PhD; Matt Vogt; Russ Henry; Trish Schmidt
Subject: RE: WSU Tech Faculty Senate Meeting Feb 19, 2020
[Faculty Senate vote,](#)
[Hospitality Program – Vote Yes](#)
[Cloud Computing Program – Vote Yes](#)
[Thanks,](#)

Phillip Taylor | WSU Tech

Faculty, Aviation Maintenance | ptaylor@wsutech.edu
National Center for Aviation Training
4004 N. Webb Road | Wichita, KS 67226
Tel 316.677.1958 | www.WSUTECH.edu

From: Joseph Varrientos

Sent: Wednesday, February 19, 2020 4:56 PM

To: Faculty Senate

Cc: Pam Doyle ; Scott Lucas PhD ; Matt Vogt ; Russ Henry ; Trish Schmidt

Subject: Re: WSU Tech Faculty Senate Meeting Feb 19, 2020

Hi Faculty Senate,

Thank you for your participation today, and thank you to Mark, J.D., Russ, and Matt who were on the call to discuss and present their individual programs.

We ran into technical difficulty in S-102 where 3 of our 6 senators were located. They did not hear the conversation about the Cloud Computing program, and the rest of us did not hear their conversation about the Hospitality program.

Since S-102 were not in contact, we had no way to record our votes or to ask questions about both programs during the time allotted.

So, I am asking for those Faculty Senators that were on the call to send an email to all Faculty Senate. In that email, please vote yes or no on the resolution to approve the Hospitality program and the Cloud Computing Program. Please review the material that you have been sent and if you have any questions, please get these questions by REPLY ALL to either Matt (Hospitality) or to Russ (Cloud Computing) by Noon tomorrow, February 20th. They will reply to all with their responses.

Please have your vote recorded by Reply All NO LATER THAN 2 PM tomorrow afternoon, February 20th. Trish and her team will need the result of this voting before the Board of Directors meeting tomorrow that starts at 3:00 p.m.

Cheers, and my very sincere thanks to you for serving, for actively participating, and for all that you do! Joe

Joe Varrientos, Ph.D.

Lead Faculty, Electronics Technology

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From: Joseph Varrientos

Sent: Wednesday, February 19, 2020 2:45 PM

To: Faculty Senate

Cc: Pam Doyle; Scott Lucas PhD; Matt Vogt; Russ Henry

Subject: WSU Tech Faculty Senate Meeting Feb 19, 2020

Hello Faculty Senate!

Please find attached our agenda for our meeting in 15 minutes.

The Zoom information is in the header. I will start the meeting at 2:55 p.m.

Cheers, and thanks again! Joe

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**WSU Tech Industry Advisory Board
Minutes
Thursday, February 20, 2020**

	<p>WSU Tech Industry Advisory Board of Trustees, met in regular session at NCAT 4004 N Webb Rd., Wichita Kansas, at 3:10 p.m., on February 20, 2020.</p> <p>Present: Meredith Olson, Doug Stark, Maggie Topping, Cindy Claycomb, Pete Meiztner, Suzanne Scott</p> <p>Absent: John O'Leary, Matt Hesse, John Pilla, Lyndon Wells and Patty Koehler</p>
Public Communications	All proper notifications have been sent out and we have no speakers signed up to speak under Public Communications.
Make A Difference Student Award	<p>Katherine Meadows, Vet Tech Student</p> <p>Interested in Zoo medicine</p> <p>She was in the Airforce for 7 years and decided to stay in Kansas</p>
New Board Member	Welcome Maggie Topping, Sr. Vice President of Human Resources, Textron Aviation
National CTE Signing Day	<p>Introduced Roger Tadjewski, NC3 Carolyn Lee, The Manufacturing Institute, NAM and Chelle Travis, SkillsUSA. They gave update on the day.</p> <p>Nick Pinchuk, Chairman and CEO of Snap-On Inc. was the guest speaker. We had 200 high school students sign and approximately 500 people attend this event.</p>
Consent agenda	<p>a. BOT Meeting Minutes Recommendation action: Approval of the WSU Tech Meeting Minutes for December 19, 2019, were provided to the Board electronically.</p> <p>b. <u>Board review & ratification of employment offers –</u> Russ Henry, Associate Dean, IT programs <u>Employment History:</u> Textron Aviation, Technical Specialist, 2 years LSI Corporation, Senior Manager, 29 years <u>Education:</u> BS in Computer Science, University of Kansas</p> <p>David Foster, Faculty, Auto Service <u>Employment History:</u> First Student, Driver, 3 yrs Newspring, Production Assistant, 2.5 yrs Berry Material Handling, Field Service Technician, 2 mos Carmax & Don Hattan Chevrolet, Sales Rep, 3.6 yrs <u>Education:</u> AAS Automotive Service Technology, WSU Tech</p> <p>Jon Pine, Faculty, Aviation Maint. Technologies <u>Employment History:</u> Snap-On Industrial, Education Acct Manager, 8 yrs WATC, Lead Faculty, Composites/Aerostructures, Aviation Maint Instructor, 8 yrs Cowley College/Aviation Tech Center, Aviation Maint Technology Instructor/Automotive Instructor, 4 yrs Yingling Aviation, Inc., Propeller Shop Manager, Aviation Maint Technician, 4 yrs <u>Education:</u> AAS Aviation Maintenance, Cowley County Community College</p> <p>Austyn Burns, Faculty, Surgery Technologies <u>Employment History:</u> WSU Tech, Adjunct Faculty, Surgery Technology, 4 mos Surgicare of Wichita, Surgical Technologist, 1.5 yrs Wesley Medical Center, Surgical Technologist Extern, 4 mos <u>Education:</u></p>

AAS, Business Administration, Hutchinson Community College
Certificate, Surgical Technology, WATC

Brandie Thompson, Lead Faculty, Interior Design

Employment History:

Adjunct Faculty, Interior Design, WSU Tech, 4 yrs

Personal Kitchen & Bath Solutions, Designer, 1.6 yrs

Education:

AAS, Interior Design, WSU Tech

Lauren Compton-Clause, Administrative Assistant, HR/Event Demonstrator, Future Maker Lab

Employment History:

PT Staff, HR/Finance Administrative Asst, WSU Tech, 1 yr

Sharp's Repair Company, Chief Marketing Officer/Co-owner, 3 yrs

Baby Bloom Photography, Photographer, 3 yrs

Education:

BA, English/Asian Studies, University of Maryland, University College Asia (Japan)

Tanecia Cogdell, Coordinator, Career Development

Employment History:

WSU Tech, P/T Workforce Trainer, 4 mos

Andover Police Department, Police Officer, 1.3 yrs

18th Judicial District, Court Services Officer, 1 yr

State Parole, Parole Officer, 1.3 yrs

Education:

MS, Criminal Justice/Public Administration, Liberty University

BS, Criminal Justice/Youth Corrections, Liberty University

AAS, Police Science, Butler Community College

Lois Porter, Analyst/Reports Developer, Institutional Effectiveness

Employment History:

Friends University, Data Analyst/Report Writer, 6.5 yrs

ITT Technical Institute, Registrar, 2.3 yrs

WATC/WSU/Butler/Cowley – Adjunct Instructor, 11 yrs

Education:

MS, Adult Education, Kansas State University

BBA, Business Adm & Computer Programming, Wichita State University

Ami Alvidrez, Academic Advisor

Employment History:

Newman University, Advising & Recruiting, 15 yrs

Education:

BA, Spanish, Wichita State University

Krista Herrera, Business Office Representative

Employment History:

Goddard Middle School, Registrar, 10 mos

WSU Tech, Business Office Representative, 5 yrs

Education:

AAS, Hill College

Motion to accept the consent agenda was considered and discussed and thereupon on motion of Board member Pete Meitzner seconded by Cindy Claycomb, the above consent agenda was approved.

	Motion carried 6-0: John O’Leary, Matt Hesse, John Pilla, Lyndon Wells and Patty Koehler noted as absent.
Reports of Officers	<p>Financials – Marlo Dolezal Reviewed financial dashboard. Overall pacing above budget Use of Funds – FY20 Budget vs Forecast Operating Cash reserves - our target is 3 months operating expenses. There is \$4.4 M. We have three buckets - Maintenance Reserves \$1.7M, Capital Reserve, \$2.4M and Operating Reserve \$4.4M \$5.5M forecasted ending balance of the Operating Cash Reserve</p> <p>Motion to accept the Financials were considered and discussed and thereupon on motion of Board member Doug Stark seconded by Pete Meitzner, the January financials were approved.</p> <p>Motion carried 6-0: John O’Leary, Matt Hesse, John Pilla, Lyndon Wells and Patty Koehler noted as absent</p> <p>FY2021 Budget Update – Proposal of Tuition and Fees Changes Budget Unknowns -Aviation industry impacts on enrollment and scholarship needs -Excel in CTE Funding (formerly SB155) - Anticipate growth in enrollment - Variability of reimbursement rate back to High Schools -Building in estimated cut between 10-15% -Benefits updates impacting fringe rates -Perkins V -New regulations could limit use -Pending final guidance and application templates from KBOR -Post Secondary Aid Funding - proposed to remain flat to FY20 funding levels Credit Hours Historical Trend Tuition & Fees Trends & Proposal – WSU Tech proposes to leave tuition and fees flat for FY21 Decrease in Adult Credit Hours offset by increase in High School Credit Hours. Enrollment related revenues would remain flat between FY20 budget and FY21 budget Enrollment related revenue shifts to more heavily state funded NCAT Funds should be safe in the Governor’s budget Finance Committee met and approved the Proposal of Tuition and Fee Changes</p> <p>Motion to accept the Financials were considered and discussed and thereupon on motion of Board member Pete Meitzner seconded by Doug Stark, the FY2021 Proposal of Tuition and Fees Changes were approved.</p> <p>Motion carried 6-0: John O’Leary, Matt Hesse, John Pilla, Lyndon Wells and Patty Koehler noted as absent.</p>
New Programs	<p>Hospitality Program (HEM) A multi-disciplinary degree intended to provide students the knowledge and practical skills for success in the Hospitality Industry</p> <p>Students will complete a core set of courses designed to provide a solid foundation of industry skills</p> <p>Students select their area of focus in one of three distinct tracks: Food and Beverage Management, Events Management, and Lodging management.</p> <p>21 credits in core industry courses 17 credits in General Education 27 technical credits in each of the three tracks Total AAS 65 Credits (TC 48 – 50 credits)</p>

	<p>Start Fall at WSU South Letter of Support for this program Job industry looks good and there seems to be a need</p> <p>Motion to approve the above program was considered and discussed and thereupon on motion of Board member Cindy Claycomb seconded by Suzanne Scott, the above Hospitality Program was approved.</p> <p>Motion carried 6-0: John O'Leary, Matt Hesse, John Pilla, Lyndon Wells and Patty Koehler noted as absent.</p> <p>Cloud Computing/Developer (INF) First of three tracks in Cloud Computing Robust curriculum designed to provide students with integral cloud computing skills Courses created in collaboration with subject matter expert (SME) from Ennovar Curriculum is innovative and unique in its design and content Instructional content utilizes resources available through LinkedIn Learning Potential partnership with Koch Business Solutions, High Touch and other corporate partners 48 credits in core industry courses Experiential Learning opportunity for all students 17 credits in General Education AAS – 65 credits TC-47 Credits</p> <p>Motion to approve the above program was considered and discussed and thereupon on motion of Board member Cindy Claycomb seconded by Doug Stark, the above Cloud Computing/Developer (INF) was approved.</p> <p>Motion carried 6-0: John O'Leary, Matt Hesse, John Pilla, Lyndon Wells and Patty Koehler noted as absent.</p>
Student Services	<p>Spring 2020 Enrollment Census Report – Justin Pfeifer Overall Headcount is up 1.2% Overall Credit Hours are up 1.8% Reviewed Strengths/Challenges Upskill/Reskill - 153 total applications - 81 students enrolled – 843 credit hours - Total Tuition \$291,864 (before Workforce Aid and Pell) Goal is to keep laid off workers in Kansas</p>
President's Report	<p>WSU Tech is apart of the Air Capital task force. This is a small group This will become a great community story after all of this is over Spirit Aerosystems sent some employees to WSU Tech to help.</p> <p>CBS Evening news Was here working on a story about what happen regarding 737 Max. Roundtable with 5-6 people Not sure when it will air. They were at the Job Fair</p> <p>CNN - also working on a story – more to come</p> <p>American Industries – Chichuahua, Mexico Group from WSU went to visit in December They met with Textron Possible trip in April More to come</p>

	<p>Congratulations to Judy Mount for being WBJ HR Honoree</p> <p>Culinary and Hospitality update</p> <p>Met with Sudah, hopefully have lease in April</p> <p>\$12.00/SF</p> <p>Equipment will be donated to Foundation</p> <p>Final meeting with Butler. We would rather do these programs ourselves.</p> <p>Dr. Golden is in agreement.</p> <p>Sudah will provide an executive chef for 2-3 years</p> <p>WSU Tech has no obligation to Butler Community College</p>
Adjournment	At approximately 4:45 p.m., the meeting adjourned

Approved: Signature

Dated

Carl D. Perkins Funding Eligibility Request Form

Strengthening Career and Technical Education for the 21st Century Act

CA-1c Form (2020)

This application should be used for new programs (currently in the program approval process) or existing programs the institution would like reviewed for Carl D. Perkins funding eligibility.

Program Eligibility

An “eligible recipient” is an eligible institution or consortium of eligible institutions qualified to receive a Perkins allocation.

An “eligible institution” is an institution of higher education that offers CTE programs and will use Perkins funds in support of CTE coursework that leads to technical skill proficiency or a recognized postsecondary credential, including an industry-recognized credential, a certificate, or an associate degree, which does not include a baccalaureate degree.

Any program receiving Perkins funds must be designated as a technical program by KBOR. Definition of a technical program may be found in state statute K.S.A. 72-1802. Criteria adopted by the Board of Regents may be found in their February 20, 2019 meeting packet.

Program Levels:

Educational Award Level	Credit Hours
SAPP	0-15
Certificate A	16-29
Certificate B	30-44
Certificate C	45-59
Associate of Applied Science	60-69

Stand-Alone Parent Programs (SAPPs) must meet the following criteria:

- Minimum of 8 credit hours
- Minimum of 80% tiered credit hours
- Maintain an average of 6 concentrators over the most recent consecutive 2-year period

Certificates and Associate of Applied Science degrees must meet the following criteria:

- Minimum of 51% tiered credit hours
- Maintain an average of 6 concentrators over the most recent consecutive 2-year period
- Comply with Program Alignment – *if applicable*

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Name of Institution	Wichita State University Campus of Applied Sciences and Technology
Name, title, phone, and email of person submitting the Perkins Eligibility application <i>(contact person for the approval process)</i>	Pam Doyle, VP Health Sciences and General Education pdoyle@wsutech.edu 316.677.9531
Name, title, phone, and email of the Perkins Coordinator	Lisa Myers – Perkins Coordinator 316.677.1970 Lmyers1@wsutech.edu
Program Name	Hospitality and Events Management
Program CIP Code	12.0504
Educational award levels <u>and</u> credit hours for the proposed request	<ul style="list-style-type: none"> • AAS/ 65 Credits Hospitality and Events Management/ <ul style="list-style-type: none"> • TC Food and Beverage Management <ul style="list-style-type: none"> ○ 50 Credits • TC Events Management <ul style="list-style-type: none"> ○ 48 Credits • TC Lodging Management <ul style="list-style-type: none"> ○ 48 Credits
Percentage of tiered credit hours for the educational level of this request	77%
Number of concentrators for the educational level	20
Does the program meet program alignment?	Not Applicable
Justification for conditional approval: <i>(this section must reference information found within the Local Needs Assessment)</i>	A crosswalk provided by the National Center for Education Statistics associates the Restaurant Culinary and Catering Management/Manager (CIP 12.0504) with First Line Supervisors of Food Preparation and Serving Workers (SOC 35-1012). Onet online lists this occupation as a “Bright Outlook Occupation” indicating the

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	<p>occupation is expected to grow faster than the average (7% or more) over the period 2018-2028.</p> <p>The Kansas Wage Survey indicated an average state-wide annual mean of \$28,080 and a median wage of \$26,520.00 for a First Line Supervisors of Food Preparation and Serving Workers/ Restaurant Culinary and Catering Management/Manager. The same source indicates a slightly higher average wage in the Southcentral region of \$28,922 and a median of \$27,202.</p> <p>Kansas Department Labor's Long – Term Occupational Outlook indicates annual openings for graduates in this field in the Southcentral region at 120 with 408 openings annually statewide. Projected openings between 2014 and 2024 are 455 in the Southcentral Region and 1503 statewide. The majority of these openings will be the result of replacements with the Southcentral region replacement rate at 62% and the state wide replacement rate at 63.2%.</p> <p>In support of the Kansas Department of Labor's Long – term Occupational outlook is data from JobsEQ. A review of expected growth and new demands for the jobs associated with CIP Code 12.0500 and SOC Code 35-1012 is promising. JobsEQ indicates the total new demand for Sedgwick County over the next 5 years is 3751 while the overall total new demand for the same period in Kansas is 6429.</p>
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Signature of College Official **Pam Doyle – VP for Health Sciences and General Education**
Date **4.8.2020**

Signature of KBOR Official _____ Date _____

KBOR Excel in CTE Fee Summary for Proposed Academic Programs
CA-1b Form (2020)

*Per statute (K.S.A. 72-3810), the Kansas Board of Regents shall establish general guidelines for tuition and fee schedules in career technical education courses and programs. The Excel in CTE tuition and fee schedule of every technical education program shall be subject to annual approval.
Please include all costs charged to high school students for the proposed new program.*

Program Title:	Hospitality and Events Mangement	
Program CIP Code:	12.0504	
Please list all fees associated with this program: Only list costs the institution <u>is</u> charging students.		
Program Fee	Short Description	Amount
	There are no program fees for students in this program	
Please list all courses within the program and any fees associated to those courses: Only list costs the institution <u>is</u> charging students. Do not duplicate expenses.		
Course Fee	Short Description	Amount
HEM 105	Sanitation and Safety	\$0.00
HEM 115	Introduction to the Hospitality Industry	\$0.00
HEM 120	Hospitality Service Techniques	\$0.00
HEM 125	Food & Beverage Management Fundamentals	\$0.00
HEM 130	Introduction to Lodging Operations	\$0.00
HEM 135	Hospitality Human Resource Management	\$0.00
HEM 140	Hospitality Financial Management	\$0.00
HEM 145	Fundamentals of Excellent Customer Service	\$0.00
HEM 150	Food and Beverage Operations	\$0.00
HEM 155	Front Office Management	\$0.00
HEM 160	Housekeeping and Environmental Services	\$0.00
HEM 170	Sales	\$0.00
HEM 175	Event Catering Strategies	\$0.00
HEM 180	Event Industry Fundamentals	\$0.00
HEM 185	Event and Meeting Contracting	\$0.00
HEM 190	Event Support Systems	\$0.00
HEM 195	Special Events and Meetings	\$0.00
HEM 200	Event Project Planning	\$0.00
HEM 205	Alcohol Beverage Law	\$0.00
HEM 210	Beer and Spirits	\$0.00
HEM 215	Food and Alcohol	\$0.00
HEM 220	Beverage Promotion	\$0.00
HEM 225	Wine Fundamentals	\$0.00
HEM 230	Mixology	\$0.00
HEM 235	Hospitality Management Internship	\$0.00
	Electives- average cost	\$0.00
ENG 101	Composition I	\$ 123.00
MTH 101	Intermediate Algebra	\$ 123.00
PDV 105	Blueprint for Personal Success	\$ 153.00
	Communication Elective	\$ 123.00
	Humanities Elective	\$ 123.00
	Social Science Elective	\$ 123.00
Total		\$768.00

KBOR Excel in CTE Fee Summary for Proposed Academic Programs

CA-1b Form (2020)

Please list items the student will need to purchase on their own for this program:

Institution **is not** charging students these costs, rather students are expected to have these items for the program.

<i>Item</i>	<i>Short Description</i>	<i>Estimated Amount</i>
	There are no additional fees for students in this program	