

YEARLY PLANNING DISCUSSION TEMPLATE

GENERAL QUESTIONS

Program Name Culinary Arts & Management (CA) **Academic Year** 2025-2026

1. Has your program mission or primary function changed in the last year?

Our program mission and function remain unchanged from last year. “The Culinary Arts and Management Program at Allan Hancock College will prepare students to obtain employment in the restaurant or hotel industry as unit managers, multi-unit managers, operation managers, staff trainers, catering and event managers, or baking and pastry managers. Career opportunities for successful graduates include all aspects of the hospitality, recreation and tourism industry.”

2. Were there any noteworthy changes to the program over the past year? (eg, new courses, degrees, certificates, articulation agreements)

Changes in Degree Program: Currently the program is in the process of establishing an AS-T degree in Hospitality Management. As a result, some existing courses have been renamed/numbered.

- CA 118 – Beverage Management → HOSP 118
- CA 119 – Intro to Hospitality → HOSP 100 (credits increase from 2 to 3)
- CA 124 – Sanitation, Safety & Equipment → HOSP 110
- CA 125 – Supervision & Training Techniques → HOSP 130
- CA 126 – Food Production Cost, Control (accounting) → HOSP 120
- CA 129 – Catering & Events Management → HOSP 129

New Course Planned: The new AS-T degree calls for the creation of HOSP 140 – Introduction to Hotel Management, which is scheduled to begin in S27.

Dual Enrollment CCAP: We continue to work closely with the Santa Maria CTE Center’s culinary program. Chef Russell Thomas is teaching CA 120 and CA 121. We would like to add connections with Lompoc and Santa Ynez High Schools.

Non-Credit Courses: All non-credit culinary courses will need to be reviewed for duplicate content with existing credit-based culinary courses. Culinary will be working more closely with the Community Education department to develop non-credit classes for those working in the industry and don’t wish to enroll in a degree program.

Summer Courses Offered: We are offering three courses in Summer 2026: CA 120, 121, and 124 are GE classes that consistently have the highest enrollment.

Contracts & Financial Challenges: Food prices continue to rise. To manage the increase cost of food products and provide for lab classes that are seeing increased enrollment, the department has begun contracting with vendors. Mission Linen is providing kitchen towels and student aprons. The Berry Man is providing produce and dairy items at a value competitive to Smart & Final. Additionally, our program coordinator is looking at adding Costco as a vendor for protein items such as meat and fish, and Ecolab for chemical and equipment supplies. We are looking to increase the student fee to be able to afford the increase in food cost.

- CA 120 - \$100 → \$125
- CA 121 - \$100 → \$125
- CA 122 - \$100 → \$125
- CA 123 - \$100 → \$125
- CA 325 - \$100 → \$125

3. Is your two-year program map in place and were there any challenges maintaining the planned schedule?

The two-year program map is in place. The current challenges include adjusting the map to account for the changes in course names/descriptions for the Hospitality AS-T. We will be reviewing the existing certificate programs as we update the course maps. Course sequencing will also be reviewed in the upcoming semester.

4. Were there any staffing changes?

Ron Lovell retired this year as Assistant Professor/Program Coordinator. His position was divided between Lee Gottheimer (Assistant Professor) and Suzanne King (Program Coordinator). A position for part-time faculty Hospitality was posted.

5. What were your program successes in your area of focus last year?

Skills USA: Two Hancock Culinary students competed in the CA State Championships, each earning bronze medals in the categories of Culinary Arts and Baking & Pastry.

Innovative Scheduling: We continue to offer a variety of courses to meet student needs. Our lab courses offer a hybrid modality of in-person cooking exercises and online lecture. Our lecture courses are offered online and in-person. For Fall 2026 we are offering two in-person options for HOSP 100 – our introduction class for both the Culinary AS and Hospitality AS-T. One option will be Monday evenings from 6:30-9: 5; another class will be offered on split days – Tuesday & Thursdays from 2:15-3:35pm.

2024-25 Advisory Committee Meeting YouTube Link:

<https://www.youtube.com/watch?v=jU3pwETK0tg>

(43mins in: discussion about industry needs, course modality)

Learning Outcomes Assessment

a. Please summarize key results from this year's assessment.

Program Assessment Map 2025-2026 (Current)

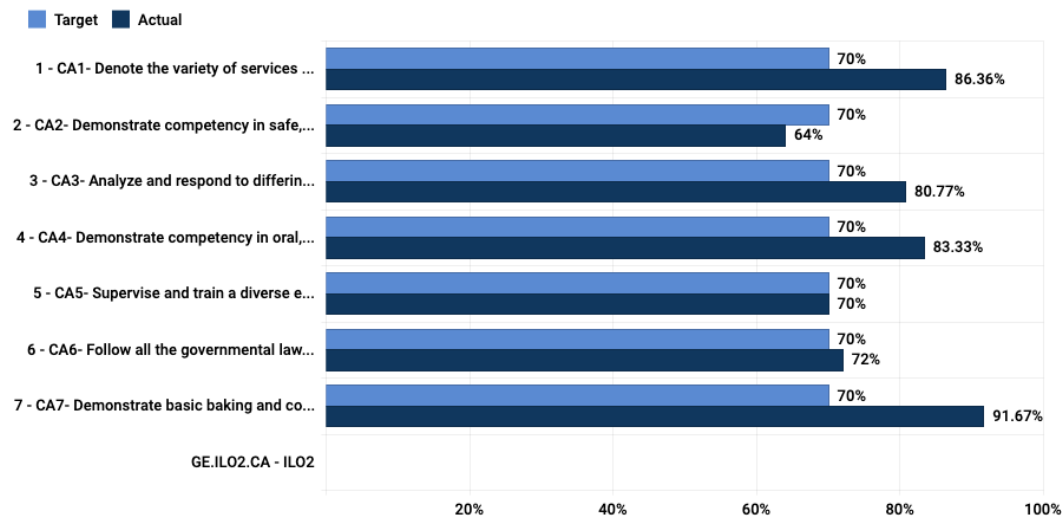
Culinary Arts

Skill Level: **I** Introduced **D** Developed **M** Mastery **N** Not Associated **A** Not Applicable **3** Introduced, Developed, Mastery **ID** Introduced, Developed, Mastery **IM** Introduced, Mastery **DM** Developed, Mastery **AN** Associated No Attainment Level

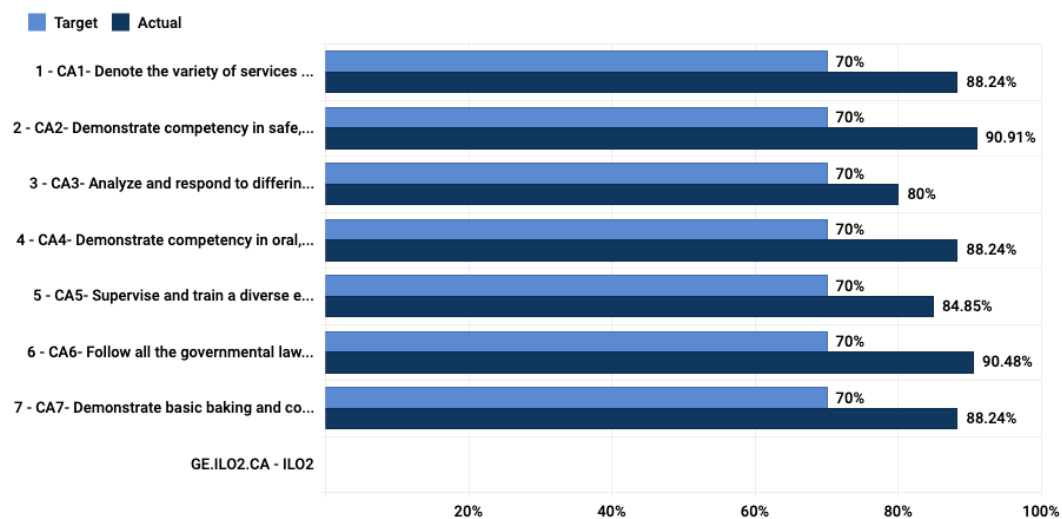
Outcomes ↳ ↓ Courses	1 CA1- Denote the variety of services and business structure s existing in the food and beverage sector of the hospitalit y Industry.	2 CA2- Demonstrat e competency in safe, sanitary and efficient production and service operations.	3 CA3- Analyze and respond to differing business climates based on best accountin g and forecastin g practices.	4 CA4- Demonstrate competency in oral, written and electronic communication s	5 CA5- Supervise and train a diverse employe e pool in best industry practices .	6 CA6- Follow all the government al laws and regulations pertaining to food and beverage operations.	7 CA7- Demonstrat e basic baking and cooking skills using current industry tools and equipment.
CA118	I	I	A	I	I	I	A
CA119	I	A	I	D	I	I	A
CA120	A	D	I	I	I	I	I
CA121	A	I	I	I	I	I	I
CA122	I	D	A	D	D	D	M

CA123	A	M	A	D	D	M	M
CA124	D	M	A	D	A	M	M
CA125	D	A	A	M	M	D	A
CA126	D	D	M	D	D	D	A
CA129	M	D	D	D	D	M	D
CA325	I	M	A	D	D	M	M

Competency Report 2023-24



Competency Report 2024-25

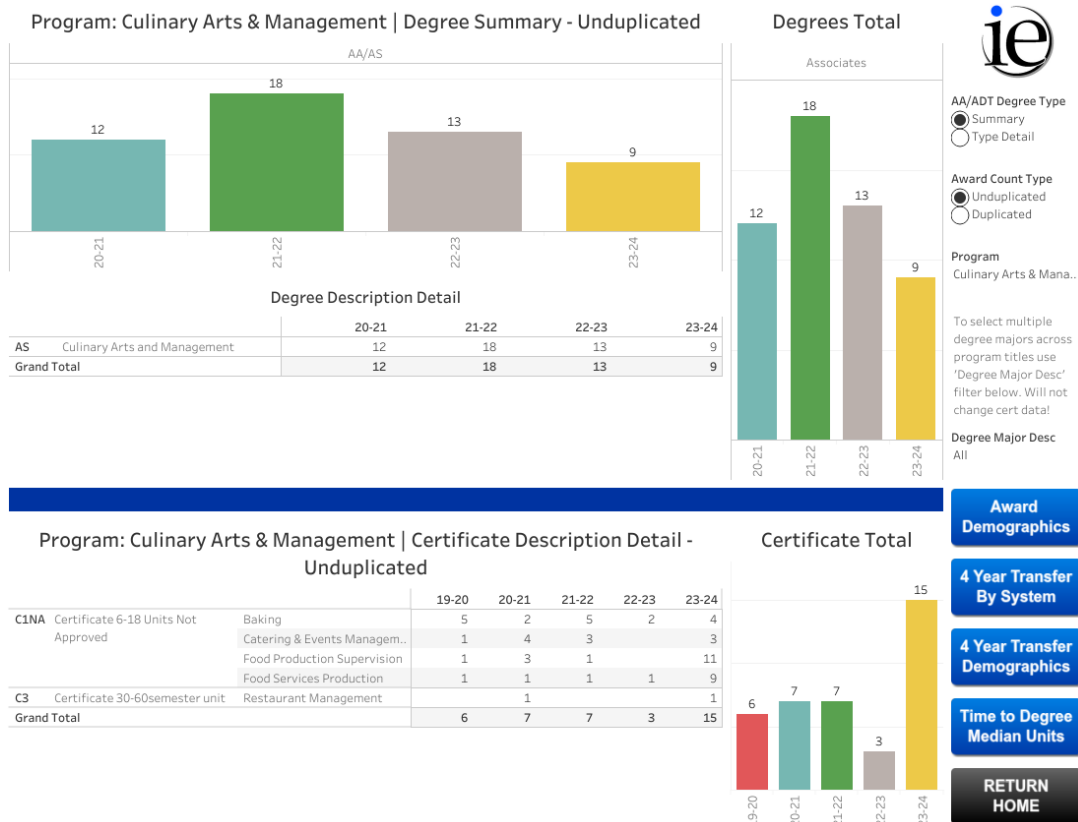


There was no assessment for Fall '25. Due to a change in staffing, the assessments we can review are from 2023-24 and 2024-25. Based on the data available, it appears that 2024-25 saw an increase in competency for PLO 2. For 2023-24 that was the only outcome below the target of 70%.

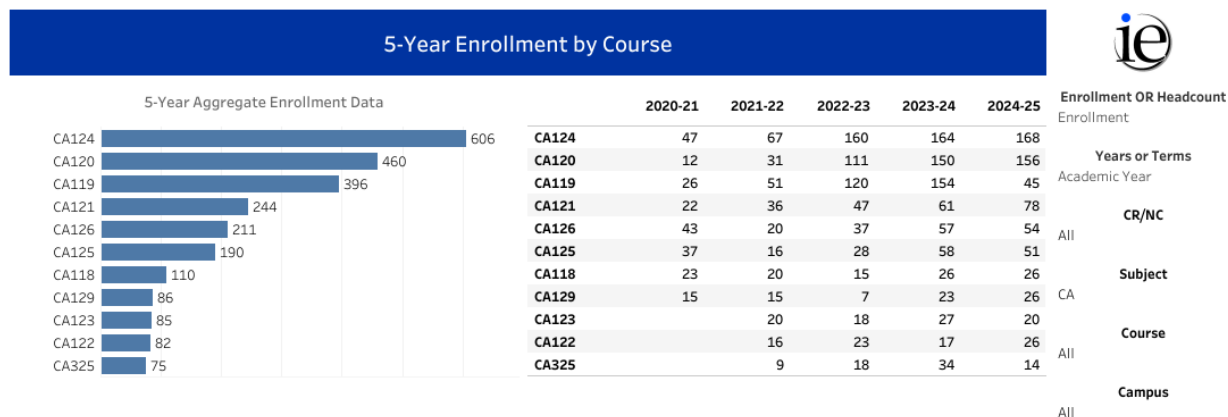
b. Please summarize your reflections, analysis, and interpretation of the learning outcome assessment and data.

Based on the limited amount of data available (only 2 years of assessments), I don't believe we can draw too many conclusions yet about the effectiveness of assessments in the culinary program. Presently, with two staff prepared to document these findings (a full-time assistant professor as well as a separate program coordinator), we will have more data to review for future reports.

c. Please summarize recommendations and/or accolades that were made within the program/department.



During the measured timeframe our degree enrollment has dropped slightly, whereas our certificate enrollment increased fivefold.



Over the past three years we have seen an increase in enrollment for our GE classes (notably CA 120 & CA 124). Beginning last year and continuing in U26 we have added these classes along with CA 121 for our summer program.

d. Please review and attach any changes to planning documentation, including PLO rubrics, associations, and cycles planning.

Competency Assessments - The Assistant Professor and Program Coordinator will work with the program instructors to determine methods of competency for the students by assessment. The system will be codified so we are using consistent methods to assess outcomes. This should give us better data to compare changes over time.

PLO rubrics – currently there are 7 outcomes for the culinary program. We will review all of them to determine if they remain appropriate for the mission of the department. For example, “PLO 4 - Demonstrate competency in oral, written and electronic communications” on its face appears to be an outcome of general education, not specifically culinary.

Associations – In Spring ‘26, two of our culinary students were awarded bronze medals during the state Skills USA competition. This organization is popular throughout CTE programs at Hancock. As a partner of Skills USA, the American Culinary Federation (ACF) offers program accreditation. We believe that working to have the culinary program accredited by a professional association will provide better learning opportunities for students. This is a multi-year process to have our program evaluated and ultimately approved for ACF accreditation. Working with the ACF will also allow our program instructors to further their own professional development.

Distance Education (DE) Modality Course Design Peer Review Update (Please attach documentation extracted from the *Rubric for Assessing Regular and Substantive Interaction in Distance Education Courses*)

a. Which courses were reviewed for regular and substantive interactions (RSI)?

In Fall '24, Thesa Roepke met with Ron Lovell to discuss

- CA 125 – Supervision & Training Techniques
- CA 126 – Food Production Cost, Control.

b. What were some key findings regarding RSI?

The current course offerings provide a variety of in-person and online opportunities for students. All in-person classes utilize Canvas to provide online reading, discussions, and quizzes.

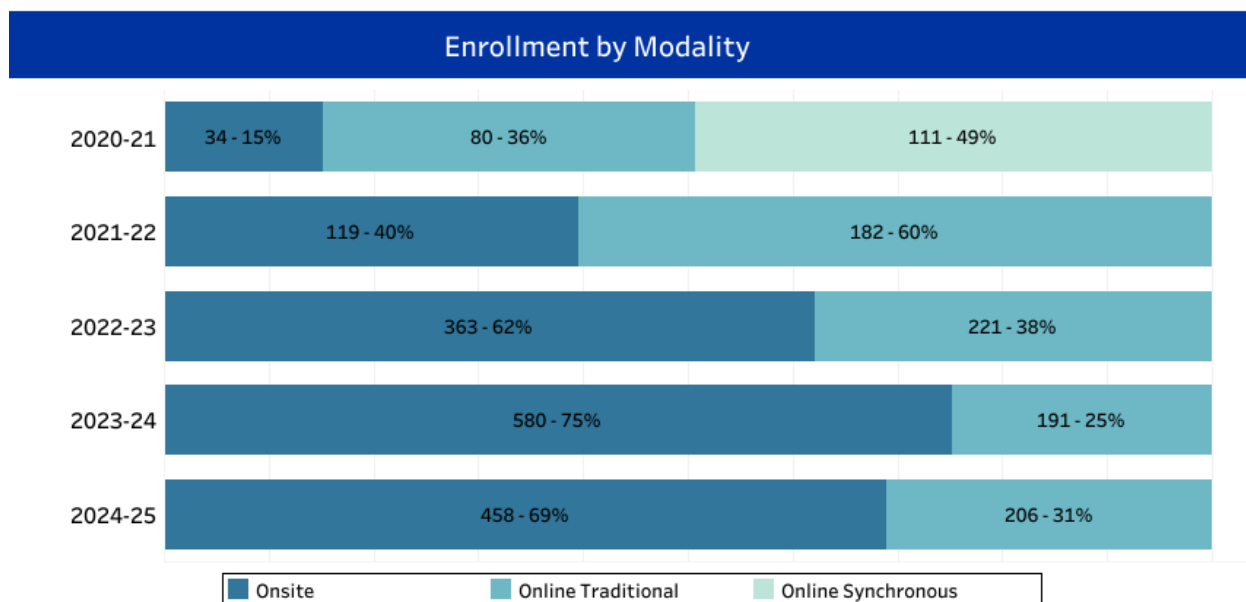
The following findings were discussed with me during my first semester taking over Ron's lecture and DE courses. Emphasis placed on CA 124, as it was my only 100% DE class for Spring '26.

CA 126 was offered this semester as an in-person class. Most of the online content remained relevant as a review, but in-person instruction was created for the first time.

- **Some strengths:** There is currently substantive content for the classes in Canvas.
- **Some areas of possible improvement:**
 - Video content – recordings should be kept at under 5 minutes in length. Some lectures exceeded 30 minutes. If needed, video lectures could be broken into smaller segments.
 - Add modules for 'key takeaways' and 'assignments with due dates'
 - Highlight student responses in a summary or wrap-up after discussions.
 - Publish rubrics for the course so students know what the grading scale looks like.

What is the plan for improvement?

- Implementing the above suggestions into future online and hybrid classes.
- Re-evaluate during the peer review process.
- Ensure that all part time instructors have the opportunity to complete DE training.



CTE two-year review of labor market data and pre-requisite review

a. Does the program meet documented labor market demand?

Yes. We reviewed local and statewide data for the Culinary Arts and Hospitality industries here: <https://labormarketinfo.edd.ca.gov/codefinder/codefinder.asp>

Occupation	Median Pay	Job Outlook 2022-2032
Bakers	\$ 20.23	11.8%
Chefs and Head Cooks	\$ 33.27	14.3%
Food Preparation Workers	\$ 19.41	3.8%
Food Service Managers	\$ 35.44	8.1%

b. How does the program address needs that are not met by similar programs?

Our program is unique in that we prepare students for employment in the broad range of hospitality related industries. We provide educational opportunities that are enhanced by Enology, Viticulture, Nutrition, Food Science, and AG Business disciplines.

c. Does the employment, completion, and success data of students indicate program effectiveness and vitality? Please, explain.

During our annual Industry Advisory Committee meeting (documents here: <https://www.hancockcollege.edu/advisory/culinary/index.php>) we interact with employers to gain their feedback.



Success and retention rates for culinary were higher than the college average.
In 2024-25

CA – 85% success and 93% retention
AHC – 75% success and 89% retention

For CA 124, the one class we offer in multiple modalities, the Online success rate was 80% vs in-person success of 97%.

- d. Has the program met the Title 5 requirements to review course prerequisites, and advisories within the prescribed cycle of every 2 year for CTE programs and every 5 years for all others?

Our program has no course prerequisites, and any advisories are reviewed for Title 5 requirements during course review.

- e. Have recommendations from the previous report been addressed?

Recommendations from the previous report are being reviewed with myself and Thesa for implementation. During Fall '26 I will be having a peer review on the lab and lecture classes.

Use the tables below to fill in **NEW** resources and planning initiatives that **do not apply directly to core topics**. *This section is only used if there are new planning initiatives and resources requested.*

New Program Planning Initiative (Objective) – Yearly Planning Only	
Title (including number):	CA OBJ #1: Increase Student Material Fees for Lab Classes, Add Food & Chemical Vendors
Planning years:	2026-2027
Description: Due to the rise of food costs and chemical supplies, along with additional needs of curriculum (providing more opportunities for students to learn how to work with proteins such as beef and fish), we would want to add additional vendors to find best available prices on products and services. Specifically, we would add Costco as a food vendor, and either Jordanos or Ecolab as a chemical/cleaning vendor. We would request an increase in lab fees seen below: • CA 120 - \$100 → \$125 • CA 121 - \$100 → \$125 • CA 122 - \$100 → \$125 • CA 123 - \$100 → \$125 • CA 325 - \$100 → \$125	
What college plans are associated with this Objective? (Please select from the list below): ☐ Ed Master Plan ☒ Student Equity Plan ☐ Guided Pathways ☐ AB 705/1705 ☐ Technology Plan ☐ Facilities Plan ☒ Strong Workforce ☐ Equal Employment Opp. ☐ Title V	

New Program Planning Initiative (Objective) – Yearly Planning Only	
Title (including number):	CA OBJ #2: Add a first aid kit with service to room s-107

Planning years:	2026-2027
Description:	
A dedicated first-aid kit for the s-107 lab would be added and maintained per semester. This will be for the safety of students and staff in the kitchen.	
What college plans are associated with this Objective? (Please select from the list below):	
☐ Ed Master Plan ☒ Student Equity Plan ☐ Guided Pathways ☐ AB 705/1705 ☐ Technology Plan ☒ Facilities Plan ☐ Strong Workforce ☐ Equal Employment Opp. ☐ Title V	

New Program Planning Initiative (Objective) – Yearly Planning Only	
Title (including number):	CA OBJ #3: Update electrical outlets in Room S-107. Remove the outlets from the floor and seal up the boxes to avoid issues with cleaning/mopping. Replace and install retractable ceiling cord reels above 5 worktables.
Planning years:	2026-2027
Description:	
Currently there are 2 electrical boxes above the instructor table, and one box above the student prep table. Additionally, there are outlets in floor boxes. The floor boxes are a hazard, as we need to mop the floors nightly. The outlets should be available to all the worktables. The current electrical outlets do not meet the needs of the kitchen, as they are not placed proportionally around the classroom to allow equipment to be used efficiently. The boxes hanging over the instructor’s worktable are a nuisance and block view and area from demonstration.	
What college plans are associated with this Objective? (Please select from the list below):	
☐ Ed Master Plan ☐ Student Equity Plan ☐ Guided Pathways ☐ AB 705/1705 ☐ Technology Plan ☒ Facilities Plan ☐ Strong Workforce ☐ Equal Employment Opp. ☐ Title V	

New Program Planning Initiative (Objective) – Yearly Planning Only	
Title (including number):	CA OBJ #4: ACF Accreditation for Culinary program

Planning years:	2026-2027 to 2028-2029
Description: Having a professional association accreditation validates our culinary program to the industry. Students will have additional certificates through ACF when graduating from AHC's program. We receive feedback on areas of instruction, whether through curriculum or facility improvements. Finally, it offers a path for instructors to develop their industry credentials, through advance training and certification. Establishing this program would cost \$750-\$1,000 annually.	
What college plans are associated with this Objective? (Please select from the list below): ☐ Ed Master Plan ☒ Student Equity Plan ☐ Guided Pathways ☐ AB 705/1705 ☐ Technology Plan ☒ Facilities Plan ☒ Strong Workforce ☐ Equal Employment Opp. ☐ Title V	

New Program Planning Initiative (Objective) – Yearly Planning Only	
Title (including number):	CA OBJ #5: Upgrade/replace cooking appliances with quick disconnect cables and castors.
Planning years:	2026-2027, 2027-2028
Description: The current grill, stovetop, fryer, and double-oven are immovable and directly connected to the gas line. Having proper disconnects and castors will allow us to move the equipment to repair/replace/clean. As part of their course curriculum, students clean the kitchen each semester. They are unable to properly clean the area under and behind the appliances due to improper installation.	
What college plans are associated with this Objective? (Please select from the list below): ☐ Ed Master Plan ☒ Student Equity Plan ☐ Guided Pathways ☐ AB 705/1705 ☐ Technology Plan ☒ Facilities Plan ☒ Strong Workforce ☐ Equal Employment Opp. ☐ Title V	

New Program Planning Initiative (Objective) – Yearly Planning Only	
Title (including number):	CA OBJ #6: Hospitality Management AS-T Degree
Planning years:	2024-2026 (planned implementation Spring 2027)

Description:
We have begun the development of a Hospitality AS-T degree to enhance our current AS degree in Culinary Arts & Management. We are following the ASCCC common course name/numbering and the Transfer Model Curriculum Template for Hospitality Management Approval Dates: March 29, 2017; January 31, 2023; November 8, 2023 (Cal-GETC Compliance). This new degree will require additional resources to complete.
What college plans are associated with this Objective? (Please select from the list below):
☒ Ed Master Plan. ☐ Student Equity Plan ☐ Guided Pathways ☐ AB 705
☐ Technology Plan ☐ Facilities Plan ☐ Strong Workforce ☐ Equal Employment Opp.
☐ Title V

New Program Planning Initiative (Objective) – Yearly Planning Only	
Title (including number):	CA OBJ #7: Extend ABS Department Administrative Assistant II from a 10-month position to a 12-month position.
Planning years:	2026-2027
Description:	
Extend the current ABS Department Administrative Assistant II from 10 months to 12-month position due to size of department and number of courses offered in the summer session that require administrative support such as: Budget transfers, purchasing, shopping, support for 15 + faculty members and other duties not listed. Persons responsible: ABS Department Chair, Dean of Academic Affairs & Human Resources	
What college plans are associated with this Objective? (Please select from the list below):	
☒ Ed Master Plan ☐ Student Equity Plan ☐ Guided Pathways ☐ AB 705/1705	
☐ Technology Plan ☐ Facilities Plan ☐ Strong Workforce ☐ Equal Employment Opp.	
☒ Title V	

New Program Planning Initiative (Objective) – Yearly Planning Only	
Title (including number):	CA OBJ #8: Improve communication with Advisory Members – add additional industry professionals to committee
Planning years:	2026-2027

Description: Schedule 2026 Advisory Meeting. Add additional members to the committee including Erik Sandven (Alisal Ranch), Anthony Endy (Discovery Land Company), Pam Gnekow (Santa Ynez Valley Community Outreach), Jimmy Palacios (SYV High School), Niki Santisteven (Cuesta College). Create survey to gather information about industry needs for hospitality and culinary workers.
What college plans are associated with this Objective? (Please select from the list below): ☒ Ed Master Plan ☐ Student Equity Plan ☐ Guided Pathways ☐ AB 705/1705 ☐ Technology Plan ☐ Facilities Plan ☒ Strong Workforce ☐ Equal Employment Opp. ☐ Title V

New Program Planning Initiative (Objective) – Yearly Planning Only	
Title (including number):	CA OBJ #9: Add vendors for classroom materials purchases
Planning years:	2026-2027
Description: Adding Costco, Jordanos or Ecolab as vendors to provide quality and competitive food and chemical purchases. See OBJ #1 for the request to adjust materials fees and use additional vendors.	
What college plans are associated with this Objective? (Please select from the list below): ☐ Ed Master Plan ☒ Student Equity Plan ☐ Guided Pathways ☐ AB 705/1705 ☐ Technology Plan ☐ Facilities Plan ☒ Strong Workforce ☐ Equal Employment Opp. ☐ Title V	

New Program Planning Initiative (Objective) – Yearly Planning Only	
Title (including number):	CA OBJ # 10: Expand facilities at the SM and LVC campus to allow for further classes and instructional opportunities.
Planning years:	2026-2027, ongoing

Description:

Review LVC campus to determine if the culinary department can offer classes in Lompoc. Determine feasibility of managing a coffee shop/café in LVC. Research existing colleges in California and begin research into the establishment of a culinary building to allow for additional classrooms in baking, production, lecture, and foodservice.

What college plans are associated with this Objective? (Please select from the list below):

☒ Ed Master Plan ☒ Student Equity Plan ☐ Guided Pathways ☐ AB 705/1705
☒ Technology Plan ☒ Facilities Plan ☒ Strong Workforce ☒ Equal Employment Opp.
☐ Title V

New Program Planning Initiative (Objective) – Yearly Planning Only

Title (including number):	CA OBJ # 11: Review culinary department mission statement as well as program learning objectives (PLO)
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Planning years:	2026-2027
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Description:

Review the 7 program learning objectives to determine if they address the goals of the program. Determine if the outcomes are specifically appropriate for culinary or are more applicable as general education outcomes. Work with the SLO Committee and specifically Megan and Monica (members of the committee that are in the ABS department) to review the objectives.

What college plans are associated with this Objective? (Please select from the list below):

☒ Ed Master Plan ☒ Student Equity Plan ☐ Guided Pathways ☒ AB 705/1705
☐ Technology Plan ☐ Facilities Plan ☒ Strong Workforce ☐ Equal Employment Opp.
☐ Title V

New Program Planning Initiative (Objective) – Yearly Planning Only

Title (including number):	CA OBJ #12: Explore student work opportunities on campus and with participating businesses
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Planning years:	2026-2027
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Working with on-campus catering companies, provide work opportunities for students who can receive credit, experience, and work-study income. We would work with Testa and Glorificate to hire, train, and give class credit to student workers.

What college plans are associated with this Objective? (Please select from the list below):

- ☐ Ed Master Plan ☒ Student Equity Plan ☐ Guided Pathways ☐ AB 705/1705
- ☐ Technology Plan ☐ Facilities Plan ☒ Strong Workforce ☐ Equal Employment Opp.
- ☐ Title V

New Program Planning Initiative (Objective) – Yearly Planning Only

Title (including number):	CA OBJ #13: Create additional shelving/pantry storage in S-107 by removing the built-in shelving and replacing with modular Cambro shelves.
Planning years:	2026-2027

The built-in shelving in room S-107 is not optimized for equipment storage. Having modular shelving would allow the classroom to have more space for equipment and materials to advance instructional opportunities.

What college plans are associated with this Objective? (Please select from the list below):

- ☒ Ed Master Plan ☐ Student Equity Plan ☐ Guided Pathways ☐ AB 705/1705
- ☐ Technology Plan ☒ Facilities Plan ☐ Strong Workforce ☐ Equal Employment Opp.
- ☐ Title V

New Program Planning Initiative (Objective) – Yearly Planning Only

Title (including number):	CA OBJ #14: Purchase Knife Sharpening System for classroom chef knives
Planning years:	2026-2027

Purchasing a sharpening station is essential to maintain safe, efficient, and industry-standard kitchen operations in the culinary classroom. Sharp knives improve safety and performance, while an in-house sharpening station allows tools to be maintained quickly and consistently without the recurring expense and downtime of an outside sharpening service. Compared to sharpening stones alone, a sharpening station is also far more practical and time-efficient for maintaining a large number of student knives.

What college plans are associated with this Objective? (Please select from the list below):

- ☐ Ed Master Plan ☒ Student Equity Plan ☐ Guided Pathways ☐ AB 705/1705
☐ Technology Plan ☐ Facilities Plan ☐ Strong Workforce ☐ Equal Employment Opp.
☐ Title V

Resource Requests: Please use the Resource Request Excel template located on the Program Review web page to enter resource requests for equipment, supplies, staffing, facilities, and misc. resources needed. Send completed excel document along with completed program view core topic for signature.

Program Review Signature Page:

LDGottheimer

[LDGottheimer \(May 22, 2026 14:23:34 PDT\)](#)

Program Review Lead

May 22, 2026

Date

Thomas Lamica

Program Dean

May 23, 2026

Date



Vice President, Academic Affairs

Aug 28, 2026

Date

CA Program Review 2025-26_annualonly

Final Audit Report

2026-08-28

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