

**Advisory Committee Fall 2022 Agenda  
Barber**

**11:30am - Monday, September 26, 2022**

Century City Center, Joe Chat Sumner Conference Room 115

**Members present:**

Tommy Gonzales – Spa Bella  
Rhonda McNair – 5 O’Clock Male- Grooming  
Jessica Nelson – Fade-It  
Amanda Akin – RDA  
Jesus Orduno – Shear Fashion

**Vernon College Faculty/Staff**

Angela Ward  
Bette Hutchins  
Karen McClure  
Holly Scheller  
SjohntonFanner  
Brenda Elbert

**Members not Present:**

Lanny Walker – Walker’s Barber  
Misty Diaz – Armstrong McCall  
Napoleon Walker – Hair Biz

*Angela Ward started by welcoming the committee and thanked the members for their presence. Angela then began introductions, committee followed. After introductions, Bettye Hutchins reviewed the purpose of the committee and asked for volunteers or nominations for vice-chair and recorder. Jessica Nelson advanced from vice-chair 2021 to chair for 2022. Volunteering for vice-chair was Jesus Orduno and Amanda Akin volunteered for recorder.*

*Chair: Jessica Nelson  
Vice-Chair: Jesus Orduno  
Recorder: Amanda Akin*

Old Business/Continuing Business.....Jessica Nelson

None.

New Business .....Jessica Nelson

❖ **Review program outcomes, assessment methods/results, and workplace competency**

*Jessica Nelson asked the faculty member, Angela Ward, to review the program outcomes with the committee.*

*Angela Ward reviewed the following program outcomes.*

**Program outcomes**

1. Identify and demonstrate sanitation, disinfection, and safety using universal precautions in accordance with the Texas Department of Licensing and Regulation.

2. Demonstrate the procedure for manicuring, massage and identify skin diseases/disorders and explain nail structure and nail growth.
3. Demonstrate the procedure for a facial treatment, identify skin diseases/disorders, and explain skin structure and growth.
4. Explain chemical texture service and the products used in performing these services. Demonstrate the procedure for a permanent wave.
5. Explain client consultation and scalp analysis.
6. Identify terminology and methodology used in haircutting and demonstrate haircutting techniques with the use of shears, clippers, and razors.
7. Identify the principle of hairstyling and demonstrate the finishing technique.
8. Explain the theory of hair color. Demonstrate and explain a patch test and a strand test. Demonstrate the application of hair color for a tint retouch.
9. Identify terminology and methodology used in shaving services. Demonstrate and explain razor safety.
10. Explain the requirement and responsibilities of an individual seeking to obtain a license to provide barbering services in the state of Texas as set forth by the Texas Department of Licensing and Regulation.

❖ **Approve program outcomes**

*After review and discussion of the program outcomes, Jessica Nelson asked the committee for a motion to approve the program outcomes as presented.*

*Amanda Akin made a motion to approve the program outcomes as presented.*

*Rhonda McNair seconded the motion.*

*The motion passed and the committee approved the program outcomes as presented.*

❖ **Approve assessment methods and results**

*Jessica Nelson asked the faculty member, Angela Ward, to explain in more detail the assessment methods and results. Angela Ward reviewed the information below.*

Program outcomes are based on criteria mandated by the licensure agency, Texas Department of Licensing and Regulation. PSI is contracted by TDLR to administer the written and practical exam for all Barber students in the state of Texas seeking licensure. PSI uses Milady curriculum for both exams. Our students are assessed through pre-exams, post exams, test-out procedures, and a monthly practical combining theory procedures and PSI procedure criteria. The monthly practical tracks the student's technical skill level. Each service the student performs is assessed, graded and initialed by the instructor.

*Jessica Nelson asked the committee for a motion to approve the assessment methods and results as presented.*

*Amanda Akin made a motion to approve the assessment methods and results as presented.*

*Rhonda McNair seconded the motion.*

The motion passed and the committee approved the assessment methods as presented.

❖ **Approval of workplace competency (course or exam)**

Jessica Nelson asked the faculty member, Angela Ward, to tell the committee about the workplace competency and how the students have performed on the competency.

Angela Ward reviewed the information with the committee.

Program Outcome	Number of students who took the course or licensure exam	Results per student	Use of results
1-9	Written- 13 Practical - 11	100% passed	To identify areas of weakness to improve teaching methods.

Placement Rate of Program Completers by Reporting Year [1]												
Program	2016-2017			2017-2018			2018-2019			3-Year Average		
	Plc	Cmp	%	Plc	Cmp	%	Plc	Cmp	%	Plc	Cmp	%
12040000-Cosmetology and related Personal Grooming Services	15	16	93.75%	26	28	92.86%	22	22	100%	63	66	95.45%

(\* the table contains information for the cosmetology/ Barber programs.)

Verification of workplace competencies:

Texas Department of Licensing and Regulation Written and Practical Examinations

Jessica Nelson asked for a motion to approve the workplace competency as presented.

Tommy Gonzales made a motion to approve the workplace competency as presented.

Jesus Orduno seconded the motion.

The motion passed and the committee approved the workplace competency as presented.

❖ **Program Specific Accreditation Information and Requirements (if applicable)**

N/A

❖ **Review program curriculum/courses/degree plans**

Judy Maness asked the faculty member, Angela Ward, to review the program revisions with the committee.

Angela Ward reviewed the following program 2022-2023 curriculum/courses stating there are no revisions this year.

Barber State written exam pass rate for the state of Texas is 48% the practical is 92% pass rate

**Barber, Level 1 Certificate**

**CIP 12.0402**

Revisions to this program are pending approval by the Texas Department of Licensing and Regulations. Please check with your advisor for updates.

Instructional Location - Century City Center

**CERTIFICATE OF COMPLETION** (Probable Completion Time - One Year or 43 Weeks)

**Major Requirements (30 SH)**

*\* Must successfully complete a minimum of 1000 training hours*

**Barber – Level I Certificate**

**Related Requirement**

Course Number	Course Name	Hours
LEAD 1100	Workforce Development with Critical Thinking	1

**Major Requirements**

**1<sup>st</sup> Semester**

Course Number	Course Name	Hours
BARB 1404	Introduction to Barber Styling	4
BARB 1402	Barber Styling I	4
BARB 1442	Barber Styling II	4
BARB 1291	ST in barber: Manicuring and Related Theory	2

**2<sup>nd</sup> Semester**

Course Number	Course Name	Hours
BARB 1307	Introduction to Hair Design	3
BARB 2431	Advanced Barber Styling I	4
BARB 2441	Advanced barber Styling II	4
BARB 2432	Barber Law and Shop Management I	4
	<b>Total Credit Hours</b>	<b>30</b>

Course descriptions and learning outcomes provided as a separate document.

❖ **Approve program revisions (if applicable)**

*Jessica Nelson asked for a motion to approve the program revisions as presented.*

*Amanda Akin made a motion to approve the program revisions as presented.*

*Tommy Gonzales seconded the motion.*

*The motion passed and the committee approved the revisions as presented.*

❖ **Approve 2022-2023 SCANS, General Education, Program Outcomes, and Institutional Outcome Matrices.**

*Jessica Nelson asked the faculty member, Angela Ward, to explain the meaning of the different sets of matrices.*

*Angela Ward reviewed the various matrices listed below explaining the differences and purpose for three umbrellas the college operates under as well as each agency's mapping requirements.*



**SCANS Matrix:** The SCANS (Secretary’s Commission on Achieving Necessary Skills) Matrix represents the 8 Federal requirements that must be taught. The matrix shows how we are mapping them back to each of the courses in the program.

<b>Program: Barber</b>									<b>Credential: Certificate of Completion</b>
Award: Barber Certificate of Completion									
Cip: 12.0402									
<b>LIST OF ALL COURSES REQUIRED AND IDENTIFIED COMPETENCIES</b>									
<b>SCANS COMPETENCIES</b>								<b>Course Number</b>	<b>Course Title</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>		
X	X		X	X	X	X		LEAD 1100	Workforce Development with Critical Thinking
X	X	X	X	X	X	X	X	BARB 1402	Barber Styling I
X	X	X	X	X	X	X	X	BARB 1404	Introduction to Barber Styling
X	X	X	X	X	X	X	X	BARB 1307	Introduction to Hair Design
X	X	X	X	X	X	X	X	BARB 1442	Barber Styling II
X	X	X	X	X	X	X	X	BARB 2431	Advanced Barber Styling I
X	X	X	X	X	X	X	X	BARB 2432	Barber Law and Shop Management I
X	X	X	X	X	X	X	X	BARB 2441	Advanced Barber Styling II
X	X	X	X	X	X	X	X	BARB 1291	ST in Barber (manicuring)
								8. BASIC USE OF COMPUTERS	
								7. WORKPLACE COMPETENCIES	
								6. PERSONAL QUALITIES	
								5. THINKING SKILLS	
								4. SPEAKING AND LISTENING	
								3. ARITHMETIC OR MATHEMATICS	
								2. WRITING	
								1. READING	

**General Education Matrix:** The General Education Matrix is state-mandated. You will see the 6 requirements that the college is tasked with teaching and how they map back to the courses.

<b>Program: Barber</b>							<b>Credential: Certificate of Completion</b>
Award: Barber Certificate of Completion							
Cip: 12.0402							
<b>LIST OF ALL COURSES REQUIRED AND IDENTIFIED CORE OBJECTIVES</b>							
General Education						Course Number	Course Title
1	2	3	4	5	6		
X	X		X	X	X	LEAD 1100	Workforce Development with Critical Thinking
X	X	X	X	X	X	BARB 1402	Barber Styling I
X	X	X	X	X	X	BARB 1404	Introduction to Barber Styling
X	X	X	X	X	X	BARB 1307	Introduction to Hair Design
X	X	X	X	X	X	BARB 1442	Barber Styling II
X	X	X	X	X	X	BARB 2431	Advanced Barber Styling I
X	X	X	X	X	X	BARB 2432	Barber Law and Shop Management I
X	X	X	X	X	X	BARB 2441	Advanced Barber Styling II
X	X	X	X	X	X	BARB 1291	ST in Barber (manicuring)
						6. PERSONAL RESPONSIBILITY	
						5. SOCIAL RESPONSIBILITY	
						4. TEAMWORK	
						3. EMPIRICAL AND QUANTITATIVE SKILLS	
						2. COMMUNICATION SKILLS	
						1. CRITICAL THINKING	

**Program Outcomes Matrix: The Outcomes Matrix represents the Vernon College mandated requirements. They are the Program outcomes just approved and how they map back to the courses.**

<b>Program: Barber</b>											<b>Credential: Certificate of Completion</b>	
Award: Barber Certificate of Completion												
Cip: 12.0402												
LIST OF ALL COURSES REQUIRED AND IDENTIFIED CORE OBJECTIVES												
OUTCOME COMPETENCIES										Course Number	Course Title	
1	2	3	4	5	6	7	8	9	10			
										LEAD 1100	Workforce Development with Critical Thinking	
X			X		X					BARB 1402	Barber Styling I	
X									X	BARB 1404	Introduction to Barber Styling	
X						X		X		BARB 1307	Introduction to Hair Design	
X				X						BARB 1442	Barber Styling II	
X						X	X			BARB 2431	Advanced Barber Styling I	
X									X	BARB 2432	Barber Law and Shop Management I	
X		X			X					BARB 2441	Advanced Barber Styling II	
X	X									BARB 1291	ST in Barber (manicuring)	
											10. Explain the requirement and the responsibilities of an individual seeking to obtain a license to provide barbering services in the state of Texas as set forth by the Texas Department of Licensing and Regulation.	
											9. Identify terminology and methodology used in shaving services. Demonstrate and explain razor safety.	
											8. Explain the theory of hair color. Demonstrate and explain a patch test and a strand test. Demonstrate the application of hair color for a tint retouch	
											7. Identify the principle of hairstyling and demonstrate the finishing technique	
											6. Identify terminology and methodology used in haircutting and demonstrate haircutting techniques with the use of shears, clippers, and razors.	
											5. Explain client consultation and scalp analysis.	
											4. Explain chemical texture service and the products used in performing these services. Demonstrate the procedure for a permanent wave.	
											3. Demonstrate the procedure for facial treatment, identify skin diseases/disorders and explain skin structure and growth.	
											2. Demonstrate the procedure for manicuring, message and identify nail diseases/disorders and explain nail structure and nail growth.	
											1. Identify and demonstrate sanitation, disinfection, and safety using universal precautions in accordance with the Texas Department of Licensing and Regulation.	



**Institutional Outcomes Matrix:** The Institutional Outcomes Matrix represents the Vernon College mandated requirements. This matrix represents how the program outcomes map back to the institutional outcomes/general education outcomes.

<b>Program: Barber</b>										<b>Credential: Certificate of Completion</b>
<b>Award: Barber Certificate of Completion</b>										
<b>Cip: 12.0402</b>										
<b>LIST OF ALL COURSES REQUIRED AND IDENTIFIED CORE OBJECTIVES</b>										
<b>OUTCOME COMPETENCIES</b>										<b>General Education Outcomes</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	
X	X	X	X	X	X	X	X	X	X	Critical Thinking Skills
X	X	X	X	X	X	X	X	X	X	Communication Skills
X	X	X	X	X	X	X	X	X	X	Empirical and Quantitative Skills
X	X	X	X	X	X	X	X	X	X	Teamwork
X	X	X	X	X	X	X	X	X	X	Social Responsibility
X	X	X	X	X	X	X	X	X	X	Personal Responsibility
										10. Explain the requirement and the responsibilities of an individual seeking to obtain a license to provide barbering services in the state of Texas as set forth by the Texas Department of Licensing and Regulation.
										9. Identify terminology and methodology used in shaving services. Demonstrate and explain razor safety.
										8. Explain the theory of hair color. Demonstrate and explain a patch test and a strand test. Demonstrate the application of hair color for a tint retouch
										7. Identify the principle of hairstyling and demonstrate the finishing technique
										6. Identify terminology and methodology used in haircutting and demonstrate haircutting techniques with the use of shears, clippers, and razors.
										5. Explain client consultation and scalp analysis.
										4. Explain chemical texture service and the products used in performing these services. Demonstrate the procedure for a permanent wave.
										3. Demonstrate the procedure for facial treatment, identify skin diseases/disorders and explain skin structure and growth.
										2. Demonstrate the procedure for manicuring, message and identify nail diseases/disorders and explain nail structure and nail growth.
										1. Identify and demonstrate sanitation, disinfection, and safety using universal precautions in accordance with the Texas Department of Licensing and Regulation.

*Jessica Nelson asked for a motion to approve all matrices as presented.*

*Amanda Akin made a motion to approve the program matrices as presented.*

*Tommy Gonzales seconded the motion.*

*The motion passed and the committee approved all matrices as presented.*

❖ **Program statistics: Graduates (from previous year/semester), current majors, current enrollment**

*Angela Ward discussed the current program statistics with the committee. Angela explained in order for all cohorts to align with the new 9-month schedule she did not take new students for summer 2022.*

- Program Statistics:
  - Graduates 2021-2022: 5
  - Enrollment Summer 2022: 0
  - Majors Fall 2022-2023: 4
  - Enrollment Fall 2022:19

❖ **Local Demand**

*Jesus Orduno has one chair open at Shear Fashion and Rhonda McNair has one new student that is doing well. Several members committed the students they have hired from VC's program have been well prepared for work.*

❖ **External learning experiences, employment, and placement opportunities**

*Jessica Nelson asked the faculty member, Angela Ward, to brief the committee on external learning experiences. Angel Ward stated that Vernon College offers a job board on our website. VC subscribes to a service called GradCast. Businesses that want to add jobs to the Vernon College board need to contact Chelsey Henry. If business are interested in GradCast they should contact Bettye Hutchins*

*Jessica asked for any discussion, hearing none she moved forward.*

❖ **Professional development of faculty and recommendations**

*Jessica Nelson asked the committee to review the profession development opportunities that the faculty has taken advantage of during the year.*

- TCCTA
- Toni and guy hair cutting class
- Redken Hair show (students attended as well)
- Great teaching round up

*Jessica Nelson asked if the committee had any further recommendations for professional development for the staff. The committee offered none, she moved forward.*

❖ **Promotion and publicity (recruiting) about the program to the community and business and industry**

*Jessica Nelson asked the faculty member, Angela Ward, to elaborate on the promotion and publicity for the barber program. Angela Ward stated that business is starting to get better with barber clients. Listed below are the promotions and publicity her students were able to provide for our community.*

- VC hair extravaganza
- Back to school voucher cuts for City View & Holliday
- BarberShop Talk at MSU

*Jessica Nelson asked for any recommendations or discussion, hearing none she moved forward.*

❖ **Serving students from special populations:**

*Jessica Nelson asked the faculty member, Angela Ward, to review special populations. She then reviewed the definition of special populations listed below for qualifying students.*

Vernon College is an open-enrollment college. The Proactive Assistance for Student Services (PASS) department offers many services for documented disabilities such as but not limited to quiet testing, longer testing times, interpreters, and special equipment.

Vernon College has a program titled “New Beginnings” for students who qualify to receive transportation, childcare, and/or textbook loans. Perkins funding is also offering assistance to break down barriers such as uniform, supply, and equipment costs.

Peer to Peer mentoring, tutoring (online and in-person), resume building, student success series, and counseling are just a few of the other options/services available to students.

1. Special populations’ new definitions:
  - a. Individuals with disabilities;
  - b. Individuals from economically disadvantaged families, including low-income youth and adults;
  - c. Individuals preparing for nontraditional fields; 6 females;13 males
  - d. Single parents, including single pregnant women;
  - e. Out-of-workforce individuals;
  - f. English learners;
  - g. Homeless individuals described in section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a);
  - h. Youth who are in, or have aged out of, the foster care system; and
  - i. Youth with a parent who—

- i. is a member of the armed forces (as such term is defined in section 101(a)(4) of title 10, United States Code);
- ii. is on active duty (as such term is defined in section 101(d) (1) of such title).

*Jessica Nelson asked if the committee had any further discussion or recommendations. The committee offered none.*

Adjourn

*Jessica Nelson adjourned the meeting at 12:59PM.*



- i. is a member of the armed forces (as such term is defined in section 101(a)(4) of title 10, United States Code);
- ii. is on active duty (as such term is defined in section 101(d) (1) of such title).

*Jessica Nelson asked if the committee had any further discussion or recommendations. The committee offered none.*

Adjourn

*Jessica Nelson adjourned the meeting at 12:59PM.*

A handwritten signature in black ink, consisting of a large, stylized initial 'A' followed by a horizontal line and another large, stylized initial 'A'.

- i. is a member of the armed forces (as such term is defined in section 101(a)(4) of title 10, United States Code);
- ii. is on active duty (as such term is defined in section 101(d) (1) of such title).

*Jessica Nelson asked if the committee had any further discussion or recommendations. The committee offered none.*

Adjourn

*Jessica Nelson adjourned the meeting at 12:59PM.*

Recorder Signature –	Date	Next Meeting: Fall 2022
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