

Advisory Committee Fall 2021 Minutes

Barber

1:30pm – November 1, 2021 – Vernon College, Century City Center
Joe Chat Sumner Conference Room

Members present:

Jessica Nelson, Fade It Barbershop
Misty Diaz, Armstrong McCall
Amanda Akin, RDA
Tommy Gonzales, Voltage Hair Studio
Rhonda McNair, 5 o'clock Male Grooming

Vernon College faculty/staff:

Angela Ward
Shana Drury
Holly Scheller
Tracy Catlin
Sjohonton Fanner
Harli Adams

Members not present:

Diane Hall, 360 Barber
Lanny Walker, Walker's Barber Shop
Susie Koch, Stacias
Napoleon Walker, Hair Biz

*Shana Drury welcomed the committee and began the introductions.
Shana let the committee know that Angela Ward is the new Director of Cosmetology and Barber.*

After introductions, Shana Drury reviewed the purpose of the committee and asked for volunteers or nominations for vice-chair and recorder.

Chair: Tommy Gonzales
Vice-chair: Jessica Nelson
Recorder: Rhonda McNair

Old Business/Continuing Business..... Tommy Gonzales

No Old Business/Continuing Business

New Business..... Tommy Gonzales

Seeing no old business Tommy Gonzales began the meeting with new business.

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

Tommy Gonzales asked the committee to please review the outcomes listed below. The detailed student learning outcomes are in each course which leads back to the program outcomes.

Tommy asked will the faculty member, Angela Ward, to briefly review the program outcomes with the committee.

Program outcomes

1. Identify and demonstrate sanitations, 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 razor.
7. Identify the principle of hairstyling and demonstrate 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**

No discussion ensued. Tommy Gonzales 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.

Misty Diaz seconded the motion.

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

❖ **Approve assessment methods and results**

Tommy Gonzales 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 the Milady curriculum for both exams. Our students are assessed through pre-exams, post-exams, test-out procedures, and 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.

Tommy Gonzales asked the committee for a motion to approve the assessment methods as presented.

Rhonda McNair made a motion to approve the assessment methods as presented.

Jessica Nelson seconded the motion.

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

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

Tommy Gonzales asked the faculty member, Angela Ward, to please tell the committee about the competency and how the students have performed on the competency.

Angela Ward reviewed the information in the table below.

Jessica Nelson asked for the class hours.

Angela Ward let her know Barber students attend class from 4-9 pm.

Program Outcome	Number of students who took course or licensure exam	Results per student	Use of results
1-9	14	passed	To identify areas of weakness so as to improve teaching methods.

Shana Drury asked if Angela knew the state average for Barber.

Angela let her know that it is around 55% for the written in the state of Texas and around 92% for the practical in the state of Texas.

❖ **Verification of workplace competencies:**

Texas Department of Licensing and Regulation Written and Practical Examinations

Tommy Gonzales asked the committee for a motion to approve the workplace competency as presented.

Rhonda McNair made a motion to approve the workplace competency as presented.

Amanda Akin seconded the motion.

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

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

Tommy Gonzales read the following.

The Texas Department of Licensing and Regulation requires a Barber student to complete 1000 hours or (27 Credit Hours) of training and successfully pass the written and practical exams with a minimum score of 70 to receive a license.

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

Tommy Gonzales asked the faculty member to please discuss with the committee the program's curriculum and degree plans for 2022-2023.

Angela Ward reviewed that Barber is a one-year certificate program and one semester of 300 hours for the crossover program. Angela let the committee know that next fall Barber will be going into a 9-month program. The hours will remain the same, just the schedule will be changed up a little bit. This will be a Monday-Friday course now instead of a Monday-Thursday. The students will still be getting their 1000 hours in 9 months instead of a year.

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 – 9 months or 32 Weeks)

Major Requirements (30 SH)

* Must successfully complete a minimum of 1000 training hours

Fall

BARB 1404	Introduction To Barber Styling	4
BARB 1402	Barber Styling I	4
BARB 1442	Barber Styling II	4
LEAD 1100	Workforce Development with Critical Thinking	1
BARB 1291	ST in Barber: Manicuring & Related Theory	2

Spring

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

Total Credit Hours: 30

Course descriptions and learning outcomes are provided as a separate document.

Occupational Skills Award (Crossover): BARB 1307- Intro to Hair Design, BARB 2431- Adv Barber Styling I, BARB 2441- Adv Barber Styling II

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

The committee didn't have any questions regarding the program revisions. Tommy Gonzales asked the committee to make a motion to approve the program revisions as presented. Rhonda McNair made a motion to approve the program revisions as presented. Jessica Nelson seconded the motion.

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

❖ **Approve 2021-2022 SCANS, General Education, Program Outcomes, and Institutional Outcome Matrices**

Tommy Gonzales asked the faculty member to review the matrices below.

Angela Ward reviewed the matrices and how they mapped back to the program.

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.

Program: Barber									Credential: Certificate of Completion	
Award: Barber Certificate of Completion										
Cip: 12.0402										
LIST OF ALL COURSES REQUIRED AND IDENTIFIED COMPETENCIES										
SCANS COMPETENCIES								Course Number	Course Title	
1	2	3	4	5	6	7	8			
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)	
x	x		x	x	x	x		LEAD 1100	Workforce Development with Critical Thinking	
								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.

Program: Barber							Credential: Certificate of Completion
Award: Barber Certificate of Completion							
Cip: 12.0402							
LIST OF ALL COURSES REQUIRED AND IDENTIFIED CORE OBJECTIVES							
General Education						Course Number	Course Title
1	2	3	4	5	6		
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)
X	X		X	X	X	LEAD 1100	Workforce Development with Critical Thinking
						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.

Program: Barber	Credential: Certificate of Completion
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		
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)
									X	LEAD 1100	Workforce Development with Critical Thinking

- 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 finishing technique
- 6. Identify terminology and methodology used in haircutting and demonstrate haircutting techniques with the use of shears, clippers, and razor.
- 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 sanitations, 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.

Program: Barber	Credential: Certificate of Completion
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Award: Barber Certificate of Completion

Cip: 12.0402

LIST OF ALL COURSES REQUIRED AND IDENTIFIED CORE OBJECTIVES

OUTCOME COMPETENCIES										General Education Outcomes
1	2	3	4	5	6	7	8	9	10	
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 finishing technique
										6. Identify terminology and methodology used in haircutting and demonstrate haircutting techniques with the use of shears, clippers, and razor.
										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 sanitations, disinfection, and safety using universal precautions in accordance with the Texas Department of Licensing and Regulation.

Tommy Gonzales opened the floor for discussion or recommendations, hearing none, Tommy asked the committee for a motion to approve the matrices as presented.

Rhonda McNair made a motion to approve the matrices as presented.

Misty Diaz seconded the motion.

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

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

Angela Ward reviewed the program statistics with the committee.

- Program Statistics:
 - Graduates 2020-2021: 3 crossover, 11 barbers
 - Enrollment Summer 2021: 3
 - Majors Fall 2021-2022: 7 Class A Barber, 1 Crossover
 - Enrollment Fall 2021: 8

❖ **Local Demand**

Shana Drury asked the committee members about local demand. As a business that hires, how many positions have you on board in the last year? How many positions do you have available? Is this program still viable and needed in the local workforce?

Jessica Nelson said she has hired 3 in the last year and she could use 1 more.

Rhonda stated that she has not seen barbers come through the workforce as much as usual, it's mainly been, cosmetologists.

Jessica stated she has seen the same thing and asked Angela if in the barber portion, are they primarily male or female barbers or a mixture of both?

Angela answered and stated that there are both males and females and it is a good mixture of both. She has been trying to keep track of where all they are going. There are 3-4 that are on board with the barbershop in the mall. Two (2) have moved out of town but have a shop open where they moved. She knows a few more have just passed their practical and should be out looking for a job soon.

Misty Diaz had 3 hires this year and 2 are new licensures.

Amanda Akin is looking to hire 1-2 hairstylists.

Tommy Gonzales said he has a booth rental open and one spot for hire. He is always looking to hire because of the need and market fluctuation. He would like to see the initiative of a beginner stylist to come into his shop and want to learn, to see how they work, and want to have the job.

❖ **Evaluation of facilities, equipment, and technology. Recommendation for the acquisition of new equipment and technology.**

Tommy Gonzales stated that if you have not seen the lab facilities, the faculty would be happy to show you the lab after the meeting.

Angela Ward shared with the committee the new equipment that they have received this year.

- 25 new salon stations for CCC
- 25 salon chair mannequin stands for CCC
- 30 new roll-a-bouts

Tommy Gonzales asked the committee if there was any discussion or recommendations, hearing none, he moved to external learning experiences.

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

“Vernon College offers a job board on the website. Businesses can contact Chelsey Henry, Coordinator of Career Services, chenry@vernoncollege.edu, to add jobs or you can post yourself. VC also subscribes to a service called GradCast. Within this program, over 600,000 business and industry contacts are available to the graduates to send up to 100 free resumes within a set zip code. If you would like to have your business as part of that database, please contact Judy Ditmore, jditmore@vernoncollege.edu.”

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.)

Tommy Gonzales asked if there was any further discussion, hearing none, he moved to professional development.

❖ **Professional development of faculty and recommendations**

Tommy Gonzales asked the committee to please take time to review the professional development opportunities the faculty have attended.

- TCCA virtually
- Toni and Guy Academy clipper cut
- Whal Clipper class

Tommy Gonzales asked if there was any further discussion? Hearing none he went on with promotion and publicity.

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

Tommy Gonzales asked the committee to please take time to review the promotion and publicity opportunities.

- 8th grade expo for WFISD
- Barwise career fair
- CEC senior career fair
- Archer City High School career day
- Abilene High School expo
- Facebook with over 1500 followers
- Free haircut event outside
- High School Tours
- CTE Navigator

Tommy Gonzales asked if there was any further discussion?

Jessica Nelson said she had somebody come into her shop and ask about a fundraiser. She told them to come to the school and ask the program if they would be interested in hosting one for the YMCA Youth Center.

Angela stated she has not had anyone come in regarding this one that Jessica stated however, they have done many not necessarily fundraisers but have gone out in the community to offer services.

This week they are going to Royal Gardens retirement home, along with cosmetology, and cutting hair there. They have been to Hope Ministries, Mission Centers, Men's Centers, and children's homes.

Amanda stated she knew hospice has been looking for help with haircuts.

❖ **Serving students from special populations:**

Tommy Gonzales asked the committee to please note the federal definitions of special populations below. Would the faculty member, Angela Ward, like to discuss services below for students who qualify?

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, 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; 23 barber students, 14 are women
 - 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).

❖ **Comprehensive Local Needs Assessment (Discussion led by Shana Drury):**

Living Wage Occupational Code	Occupation	Prevailing Hourly Wage	Prevailing Annual Wage
39-5012	Hairdressers, Hairstylists, and Cosmetologists		\$18,762

Shana Drury went through a list of questions regarding the CLNA and access to Vernon College for all participants, not just barber students. Discussion ensued about access, marketing, and new occupations/training needs.

Tommy Gonzales asked the committee if there was any further discussion, hearing nothing he moved on to adjourn the meeting.

Shana Drury thanked the committee for their attendance

Tommy Gonzales adjourned the meeting at 2:09 pm.

Recorder Signature Rhonda McNair <i>Rhonda McNair</i>	Date: 12/10/2021	Next Meeting: Fall 2022
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