

## Advisory Committee Meeting Minutes Fall 2024

### Barber

September 23, 2024 – Century City Center – 12 Noon  
Joe Chat Sumner Conference Room

#### Members present:

Tommy Gonzales – Spa Bella  
Rhonda McNair – 5 O’Clock Male- Grooming  
Jessica Nelson – Fade-It  
Tom Ostovich – Workforce Solutions NTX  
Amanda Noland – Luxx Beauty Studio

#### Vernon College Faculty/Staff

Angela Ward  
Bettye Hutchins  
Karen McClure

#### Members not Present:

Ana Hernandez – Salon Centric  
Misty Diaz – Armstrong McCall  
Dakota Chapa – Chop Shop  
Stephanie Bodine – Kings Cuts

*Angela Ward started the meeting by welcoming the committee and thanked the members for their attendance. Angela began introductions, committee members followed. Bettye Hutchins reviewed the purpose of the committee meeting, expressing the importance of the members expertise and service. The members insure our college programs are remaining relevant and informed on the latest advancements in the fields of discipline. Bettye asked for volunteers or nominations for vice-chair and recorder. Volunteering for vice-chair was Jessica Nelson and Tommy Gonzales volunteered for recorder.*

*Chair: Amanda Noland  
Vice-Chair: Jessica Nelson  
Recorder: Tommy Gonzales*

Welcome and Introductions .....Angela Ward  
Purpose of Advisory Committee .....Bettye Hutchins  
Election of Vice-Chair and Recorder .....Bettye Hutchins  
Chair..... Amanda Noland  
Old Business/Continuing Business .....Amanda Noland  
None  
New Business .....Amanda Noland  
TDLR Updates.....Angela Ward

*Faculty member Angela Ward updated the committee with current changes in effect with TDLR. Angela Ward reported nothing new, TDLR is continuing to have issues with converting the hours for Barber and Cosmetology. TDLR has not combined license but the rules and regulations are*

*the same. The first 700 clock hours can go towards barbering or cosmetology. They are still having issues with hours. TDLR has guaranteed to have everything fixed by October 2024.*

### **A. Review program outcomes**

*Faculty member, Angela Ward reviewed the following program outcomes and matrix with the committee.*

#### **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.

#### **Program Outcomes mapped to 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			
											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.	

### 1. Approve program outcomes:

*Upon review and discussion of the program outcomes, Angela Ward asked the committee for a motion to approve the program outcomes and matrix as presented.*

*Jessica Noland made a motion to approve the program outcomes and matrix as presented.*

*Rhonda McNair seconded the motion.*

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

### B. Assessment methods and results

*Faculty member, Angela Ward explained in more detail the assessment methods and results. She 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.

### **1. Approve assessment methods and results**

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

*Tommy Gonzales made a motion to approve the assessment methods and results as presented.*

*Rhonda McNair seconded the motion.*

*The motion passed and the committee will approve the assessment methods as presented.*

### **C. Workplace competency (course or exam)**

*Faculty member, Angela Ward told the committee about the workplace competency and how the students have performed on the competency.*

*Angela Ward reviewed the information below with the committee.*

Verification of workplace competencies:

***Texas Department of Licensing and Regulation Written and Practical Examinations***

Barber State written exam pass rate for the state of Texas is 42% the practical is 92% pass rate

Program Outcome	Number of students who took the course or licensure exam	Results per student	Use of results
1-9	Written- 12 Practical- 13	Written 86% passed practical 100% passed	To identify areas of weakness to improve teaching methods.

### **1. Approval of workplace competency**

*Angela Ward asked for a motion to approve the workplace competency as presented.*

*Jessica Nelson made a motion to approve the workplace competency as presented.*

*Tommy Gonzales seconded the motion.*

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

### **2. Proposal for Accuplacer**

*Angela Ward introduced a proposal to the committee, wanting to make it a requirement for students to take the reading portion of the Accuplacer exam. This exam is a baseline for student*

*reading knowledge. This will allow the director to identify each particular student needs. It will not keep a student from attending the program and has increased pass rates for other similar programs at the college. Members agreed and recognized the value of the pre-program testing.*

*Angela Ward asked for a motion to approve required pre-program Accuplacer testing as presented.*

*Jessica Nelson made a motion to approve required pre-program Accuplacer testing as presented.*

*Tom Ostovich seconded the motion.*

*The motion passed and the committee approved required pre-program Accuplacer testing as presented.*

**D. Program Specific Accreditation Information and Requirements (if applicable)**

N/A

**E. Review program curriculum/courses/degree plans**

*Angela Ward reviewed the following program 2025-2026 curriculum/courses stating there are no revisions this year, but I purpose to change the crossover to 8 weeks.*

**Barber, Level 1 Certificate**

**CIP 12.0402**

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*

**Barber – Level I Certificate**

**Related Requirement**

<b>Course Number</b>	<b>Course Name</b>	<b>Hours</b>
LEAD 1100	Workforce Development with Critical Thinking	1

**Major Requirements**

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

<b>Course Number</b>	<b>Course Name</b>	<b>Hours</b>
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
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## **2<sup>nd</sup> Semester**

<b>Course Number</b>	<b>Course Name</b>	<b>Hours</b>
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>

### **1. Approve program revisions (Vote to change Crossover)**

*Angela Ward introduced the possibility of changing 16-week courses to 8-week courses for the Barber – Cosmetology crossover students. Currently the students can only receive 300 hours a semester, this would allow them 500 hours per semester. It would move the students through at a quicker but stable rate.*

*Angela Ward asked for a motion to approve changing courses structure for crossover students to 8-week courses as presented.*

*Tom Ostovich made the motion to approve changing course structure for crossover students to 8-week courses as presented.*

*Rhonda McNair seconded the motion.*

*The motion passed and the committee approved changing course structure for crossover students to 8-week courses as presented.*

*2. The committee had no recommendations for changes 2025-2026.*

### **F. Statistics**

*Angela Ward discussed the current program statistics with the committee.*

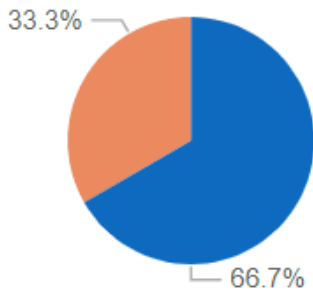
- Graduates 2023-2024: 26
- Enrollment Summer 2023:6
- Enrollment Fall 2022:15

Enrollment  
18

Completion Rate  
100.0%

Success Rate  
86.8%

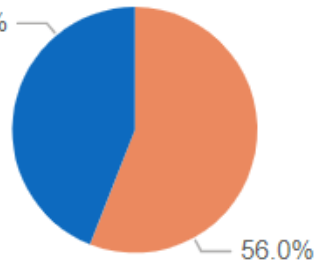
Gender



Student Load

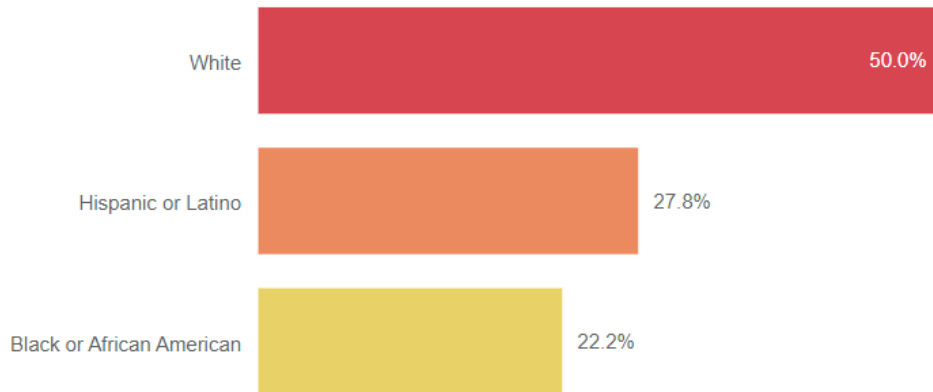


Male  
Female

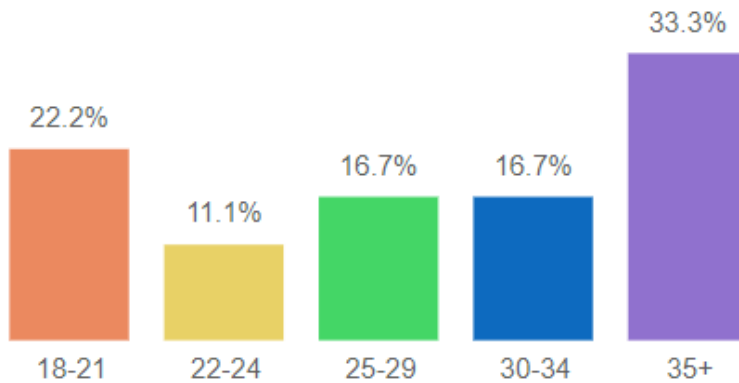


Part-Time  
Full-Time

Race/Ethnicity



Age Range



\*Fall 2023 Data

**Program Completer Placement Rate** - % of program completers who are employed or pursuing additional education within one year of graduation.



**Licensure/Certification Rate** - % of students who successfully passed a licensure/certification examination in a given academic year.



## G. Local Demand/ Labor Market Outlook

*Betty lead the CLNA survey discussion. Committee agreed structure, professionalism and ethics of person directing the program has huge impact of measuring a program. Committee listed money, time and family support as barriers for students. Committee would love to see more monies spent on marketing for the program, Jessica Nelson stated that maybe partnering with other business to offset marketing cost. Several members committed the students they have hired from VC's program have been well prepared for work.*

Occupation	National Median Wage	State Median Wage	Local Median Wage	Current /Projected Job openings (annual)	Projected Growth (annual)
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Barber	\$18.92/hr \$36,326/annual	\$17.95/hr \$34,464/annual	N/A	1,024 (state)	2.24% (state)
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\*Labor Market Outlook ( O\*NET )

#### **H. Evaluation of facilities, equipment, and technology:**

*Faculty, Angela Ward invited the committee to tour the cosmetology lab. She did ask the committee if possible she would like to purchase one new fascial machine for the program.*

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

#### **I. Professional development of faculty**

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

- TCCTA
- Barber con with the students
- Cosmo/Barber camp

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

#### **J. Promotion and publicity (recruiting) for the program**

*Faculty member, Angela Ward elaborated on the promotion and publicity for the barber program. She 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.*

- Did cuts for the mission, hope center, elementary schools, TDA refuge house, foster care, and nursing home.
- Passed out free haircut coupons at the downtown art walk
- Free cuts for veterans
- Gave free haircut coupons to the housing authority for a back-to-school event.

*Angela Ward asked for any recommendations or discussion, hearing none she moved forward.*

#### **K. Serving students from special populations:**

*Faculty member, Angela Ward reviewed the definition of special populations listed below for qualifying students. She included information about funds available to qualified students from Perkins, up to 250.00 per semester for uniforms, supplies or tools required for the program.*

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.

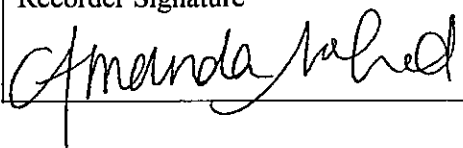
Peer to Peer mentoring, tutoring (online and in-person), resume building, student success series, and counseling are just a few of the other options/services available to students.

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
  - 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).

*Angela Ward asked if the committee had any further discussion or recommendations. The committee offered none.*

Adjourned

*Angela Ward adjourned the meeting at 1:35PM.*

Recorder Signature	Date	Next Meeting: Fall 2025
	8/27/2025	