

Advisory Committee Annual Fall Meeting Minutes
VERNON COLLEGE COSMETOLOGY

CHAIRPERSON: Tommy Gonzalez	MEETING DATE: December 16, 2013	MEETING PLACE: Century City
RECORDER: Lacy Yeager	MEETING TIME 12:00pm to 1:00pm	PREVIOUS MEETING: December 17, 2012

MEMBERS PRESENT:	MEMBERS ABSENT:	OTHERS PRESENT:
Name, Title, Company	Name, Title, Company	Name, Title, Company
Lacy Yeager Stylist Henrietta, TX 1 st year	Crystal Fleeks Stylist Wichita Falls, TX 1 st year	Darlene Kajs Director of Cosmetology
Jan King Stylist/Owner Vernon, TX 2 nd year	Kim Hoang Stylist Wichita Falls, TX 1 st year	Paula Brogdon Instructor Cosmetology CC
Carla Walsh Stylist Iowa Park, TX 1 st year	Shauna Johnson Stylist/Owner Wichita Falls, TX 2 nd year	Diana Shipley Instructor of Cosmetology Vernon
Tommy Gonzalez Stylist Wichita Falls, TX 2 nd year		Sharon Winn Asst. to Dean of Instructional Services
Missy Duffle Owner of Armstrong McCall Sales Distributor Wichita Falls 2 nd year		Shana Munson Assoc. Dean of Career & Technology Education
Jay Don Wells Owner stylist/barber Frederick, OK 2 nd year		Mark Holcomb Division Chair Information and Technology
Gina Seedig Owner/Stylist Vernon, TX 2 nd year		Leann Scarbrough Vernon College
Julie Milliner Stylist Wichita Falls, TX 1 st year		
Mary Cape Stylist Vernon, TX 2 ND year		

Agenda Item	Action, Discussion, or Information	Responsibility
Welcome and Introductions	Information	Darlene Kajs
Elect Chair and Recorder	Tommy Gonzalez Chair Lacy Yeager Recorder	Darlene Kajs
Reading of Previous Minutes	Approved as read	Tommy Gonzalez
Old Business:		Tommy Gonzalez
Credit Hour Program	Credit hour program enacted in fall 2012. At the end of each semester hours are turned in to TDLR for each course a student is enrolled. If student does not pass the course or if absences exceed the policy, the student does not receive the hours for that course. Changes were made to the schedule of courses in order to allow students to be eligible for student loans their 1st semester.	Darlene Kajs
Accuplacer Exam	Specifically designed for cosmetology Top scores are accepted into the program	Darlene Kajs
Barber Program	An inquiry from Jay Don Wells last year about the possibility of a barber school was addressed. A Fort Worth based barber school is scheduled to open in WF in 2014	Darlene Kajs
New Business:		Tommy Gonzalez
Program statistics: Graduates,	19 Graduates for Century City 4 Graduates for Vernon campus, Note: 6 from Oklahoma Total 29 for 2011/2012	Darlene Kajs
Scholarships	Century City Spring 2013 Alexandria Rodriguez Fall 2013 Emily Denton Vernon Spring 2013 Elisha Wehrwein Fall 2013 Michaela Thomas A Cosmetology Endowed Scholarship has been set up for the Cosmetology Program The Total at present is \$6,780.61. It is a building fund until \$10,000 is reached.	Paula Brogdon Diana Shipley
Enrollment	Fall 16 Week & Fall II: Century City: 25 students Vernon Campus: 16 students	Darlene Kajs
Capstone Experience	100 % practical exams 100 % for written both locations	Paula Brogdon Diana Shipley
Program Revisions	Online courses for a portion of theory was approved by TDLR but has not	Darlene Kajs Diana Shipley

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	<p>been enacted. An Advisory Board Work Group will make recommendations in the near future. The schools will have the choice to enact online courses or not. Absenteeism policy 39 hours for each semester. 10% of each course.</p> <p>Student kits updated, Babybliss professional tools with Sharkfin shears</p> <p>Total TDLR Program: 6 license and 2 certificates The VC Cosmetology Board agreed the 2 programs that VC offered is sufficient which is the Operator and Student Instructor</p>	<p>Paul Brogdon</p> <p>OPEN DISCUSSION</p>
Evaluation of facilities, equipment, and technology	Labs are in good condition needing minimal repairs. The Century City facility is limited on space. Plans are still being discussed to enlarge the Century City facility.	Darlene Kajs
Advice on selection and acquisition of new equipment and technology	New equipment for Fall 2013. Replace styling chairs or stations as funds permit	Darlene Kajs
External learning experiences, employment, and placement opportunities	<p>Seniors tour of area salons fall & spring</p> <p><u>Special educators:</u></p> <p>Nylynn Cosmetics; facials</p> <p>Crystal Fleeks; Hair Extensions</p> <p>Mark Debolt Wella</p> <p>Jay Don Wells; barber cuts V</p> <p>Tommy Gonzalez; barber cuts CC</p> <p>Essential Looks Schwarzkopf color & cuts Srs & all instructors</p> <p>Blond Expert Master Schwarzkopf</p> <p>Kajs & Srs.</p>	<p>Darlene Kajs</p> <p>Paula Bogdon Diana Shipley</p>
Promotion and publicity about the program to the community and to business and industry	<p>Publicity in area papers</p> <p>School Back Pack Event, Vernon (free haircuts for kids)</p> <p>Locks of Love</p> <p>Boys & Girls Clubs (free manicures)</p> <p>Posters Sikes Center</p> <p>Group Homes (free haircuts)</p> <p>Texoma Christian Center (min-manicures)</p> <p>Radio ads in Vernon</p> <p>Cosmetology Facebook</p> <p>VHS Family Event</p> <p>Women's First Step</p>	<p>Darlene Kajs</p> <p>Diana Shipley</p> <p>Paula Brogdon</p> <p>Open discussion for new ideas</p>

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	Recruitment: Vernon High School (6 area high schools) Frederick, OK Great Plains College Day Knox County College Day Sophomore Round-up CC Guy's Night Out CC Specials each month Retail specials each month	
Professional development of faculty	Mark Debot Wella Aquage hands on haircuts, styling Brogdon & Shipley TDLR Advisory Board Meetings Web cast Kajs TCCTA Convention in San Antonio : Kajs, Brogdon, Shipley Essential Looks Schwartzkoph hands on class all instructors Blond Expert Kajs	Darlene Kajs Paula Brogdon Diana Shipley
Course description/outcomes	Explained outcomes	Shana Munson
Needs of students from special populations and gender equity	Non-traditional students are pictured in publicity articles when possible Guy's Night Out at CC Class demonstrations by Men	Darlene Kajs Open Discussion for ideas
Adjourn	Action 1:00 pm	Tommy Gonzalez
RECORDER SIGNATURE:	DATE:	NEXT MEETING: Program updates will be sent to committee members in spring 2014; next meeting will be fall 2014.

Lacy Yeager

2/8/14