

Advisory Committee Meeting Minutes  
(Vernon College Cosmetology )

CHAIRPERSON: Missy Duffle		
MEETING DATE: Tuesday, 12-16-2014	MEETING TIME: 12:00 pm 1:00 pm	MEETING PLACE: Century City. Room 201
RECORDER: Julie Milliner		PREVIOUS MEETING: December 18, 2013

MEMBERS PRESENT:

OTHERS PRESENT:

Name, Title, Company	Name, Title, Company	Name, Title, Company
Tommy Gonzalez-Stylist-Mode Hair Utopia		Diana Shipley Director of Cosmetology
Carla Walsh-Stylist-Permanent Solutions		Paula Brogdon Instructor Cosmetology CCC
Missy Duffle-Distributor-Armstrong McCall		Angela Ward Instructor Cosmetology VC
Lacy Yeager-stylist/owner-Salon Glam		Shana Munson Assoc. Dean of Career & Technology Education
Julie Milliner-stylist-Tangles		Donna Egoavil Instructional Services Administrative Assistant
David Kelly-owner-Sports Clips		Dr. Gary Don Harkey Dean of Instructional Services
Kim Hoang- Stylist-RPZO		
MEMBERS ABSENT:		
Crystal Fleeks-Stylist-JC Penney's		
Gina Seedig-Owner Stylist-Shear West		
Ron Preston-Owner/Stylist-RPZO		
Tina Dodson-Owner/stylist-Calidora		

AGENDA (NOTE: Delete items not covered in this meeting)

Agenda Item	Action, Discussion, or Information	Responsibility
Election of Chair and Recorder	Chair: Missy Duffle Recorder: Julie Milliner	Program Coordinator
Approval of Minutes from the Last Meeting	Approved as read	Missy Duffle
<b>Old Business:</b>	Discussion of Credit Hour Program in light of new information from TDLR	Diana Shipley
<b>Continuing Business:</b>		Missy Duffle
<b>New Business:</b>		Missy Duffle
Program statistics: Graduates, majors, enrollment; list of graduates	16 Graduates from CCC 8 TX & 2 OK from VC Total 26 graduates for 2013/14	Diana Shipley
Workplace competencies	Copies presented	Membership
Evaluation of facilities, equipment, and technology	New equipment was purchase with Perkins funds: Styling and Shampoo	Diana Shipley

	Chairs for both campuses, iPads for all three Instructors and a new computer for the VC Lab.	
External learning experiences, employment, and placement opportunities	Senior Tour of area Salons-Fall and Spring. Special Educators: Wella Essential Looks Blonde Express Nylynn Huett Cox Brenda Elbert	Diana Shipley
Promotion and publicity about the program to the community and to business and industry; non-traditional recruiting	GEN-TEX Knox City Career Day Sophomore Round-up City View Tour	Diana Shipley
Professional development of faculty	Toni and Guy Academy	Angela Ward
Needs of students from special populations	Men are pictured in publicity articles and newspapers/ Hands-on cutting classes by men	Membership
Curriculum Decisions:	Course outlines and Scans were given for review and approved	
Review goals and objectives	Program Outcome for Operator and Instructor were given for review	Diana Shipley
Program revisions, curriculum/course review	Syllabi given for review	Chair/Membership
Other:		

MINUTES (NOTE: Delete items not covered in this meeting)

Key Points	Summary of Action, Discussion, Information/Responsibility and Plans for Follow-up and Reporting
Election of Chair and Recorder	Missy Duffle was elected Chair. Julie Milliner was elected recorder.
Approval of Minutes from the Last Meeting	Stand approved as read



Old Business:	Review of Credit Hour Program
Continuing Business:	none
New Business:	
Program statistics: Graduates, majors, enrollment; list of graduates	16 Graduates from CCC 8 TX & 2 OK from VC Total 26 graduates for 2013/14
Workplace competencies	Copies presented for review prior to meeting
Evaluation of facilities, equipment, and technology	New Styling and Shampoo Chairs were purchased for both campuses through Perkins. iPads purchased for all three Instructors through Perkins. A new computer for the VC Lab
Advice on selection and acquisition of new equipment and technology	None suggested
External learning experiences, employment, and placement opportunities	Senior Tour of area Salons-Fall and Spring. Special Educators: Wella Essential Looks Blonde Express Nylynn Huett Cox Brenda Elbert
Promotion and publicity about the program to the community and to business and industry; nontraditional recruiting	GEN-TEX Knox City Career Day Sophomore Round-up City View Tour
Professional development of faculty	Toni and Guy Academy
Needs of students from special populations	Men are pictured in publicity articles and newspapers/ Hands-on cutting classes by men
Curriculum Decisions:	Course outlines and Scans were given for review
Review goals and objectives	Program Outcomes for Operator and Instructor were given for review and approved.
Program revisions, curriculum/course review	Syllabi was given for review and approved as is.
Other:	

RECORDER SIGNATURE:	DATE:	NEXT MEETING: Program updates will be sent to committee members in spring 2014; next meeting will be fall 2014.
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*Julie Miller*

01-20-15