

ANNUAL PROGRAM REVIEW SUMMARY for Cosmetology 04-05

Full Review Due: 2010-2011

MISSION: Does program meet the District's mission and established core competencies? Does program reflect the District's diversity? Yes	Status					
	05-06	06-07	07-08	08-09	09-10	10-11
Current Recommendations						
a) Develop Student Learning Outcomes (SLOs) for all department curriculum: beginning in spring 2005 and completing by spring 2006.	I	I	I	I		
b) Integrate the Cosmetology program with the business department to learn basic business methodology.	C	C	C	C		
c) Increase number of students receiving Associate Degrees.	C	C	C	C		
d) Increase student enrollment in the Evening Program.	C	C	C	C		
e) Utilize marketing and recruitment to attract more students.	C	C	C	C		
f) Develop a database tracking system for postgraduates and salons for accountability and recruiting.	I	I	I	I		
g) Encourage partnerships with industry to enhance the program.	C	C	C	C		
h) Incorporate the Barbering Program into the Cosmetology Department.	NA	NA	NA	NA		
i) Advisory committee recommends:						
1. Increasing frequency of Advisory meetings.	C	C	C	C		
2. Offering Continuing Education classes.	C	C	C	C		
3. Incorporating advanced classes into Salon apprenticeship programs.	NA	NA	NA	NA		
4. In-Service workshops	P	P	P	P		
5. Structure post-graduate classes in nine week blocks.	I	I	I	I		
New Recommendations						
1. Wall in room 208.						

Status key: C: Completed I: Incomplete N/A: No longer applicable P: Pending (not yet undertaken)

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2. Classroom for haircutting.						
3. State Board Classroom						
4. Ventilation for nail classroom.						

NEED: How is program addressing needs based on labor market data, enrollment, articulation, advisory committee, regional agreements, etc.?	Status					
	05-06	06-07	07-08	08-09	09-10	10-11
Current Recommendations						
a) Industry representatives should continue to be solicited for partnerships and the Cosmetology Advisory Committee from a broader spectrum of the business community.	C	C	C			
b) Develop a Salon Skills class requisite to cosmetology to better prepare students for entering the salon industry. This class would have a basis in Milady and Pivot Point "People Skills" module as well as state program "Personal and Professional Ethics" module.	I	P	P			
c) Additional full-time faculty to replace faculty lost through retirement to maintain consistency in the program, to increase diversity and to help facilitate Citrus College needs relative to full-time/part-time ratio.	I	I	I			
d) Our students need to be supported by instructors who are committed to Citrus College and its students and who are active in other areas of the institution through membership on committees and who are woven into the fabric of the institution.	C	C	C			
e) Encourage students to take business and computer courses related to the cosmetology industry (Advisory recommendation).	C	C	C			
f) Schedule weekend workshops for advanced subject matter (Advisory recommendation).	C	C	C			
g) Continue instructor technology training required to support new multi-media Milady and Pivot Point instructional programs.	C	C	C			
h) Develop and market Cosmetology AA/AS degree.	C	C	C			
i) Provide remediation for under-prepared or learning disabled students to succeed in the program.	C	C	C			
j) Review instructor load.	C	C	C			
k) Increase enrollment in the evening programs. 1) Need haircutting class 2) *Combine skin care and nails. 3) Advance Professional Esthetician. 4) Special tools/Clipper tools	C	C	C			

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New Recommendations						
5) Freshman Friday afternoon Basic Skills						
6) Special Product for Estheticians.						
7) DVD Captions Esthetician						
8) Remodel Room 5						

<b>QUALITY:</b> Are lec/lab unit values appropriate? Have the course outlines been reviewed/updated regularly? Are disciplines appropriate? Is faculty development adequate? Does program support State and District emphasis on critical thinking, problem solving and written expression? Does program meet stated objectives in the form of SLOs? Are course pre-requisites and co-requisites validated?	Status					
	05-06	06-07	07-08	08-09	09-10	10-11
<b>Current Recommendations</b>						
a) Faculty to support professional organizations and legislative bodies.	I	C	C			
b) Improve availability of basic skills for cosmetology students.	I	I	I			
c) Earlier student assessment: first three days of class.	C	C	C			
d) Continue to update faculty on new industry trends and programs.	P	C	C			
e) Increase faculty and student diversity.	C	C	C			
f) Improve student's success rate for passing state board examination.	C	C	C			
g) Review courses for sensitivity to cultural differences and ethics in the context of cosmetology.	I	I	I			
h) Reinforce existing curriculum to bring cosmetology courses to a technological level of current industry standards (Advisory recommendation).	C	C	C			
i) Complete Student Learning Outcomes (SLOs) for all program curriculum.	I	I	I			
<b>New Recommendations</b>						
Additional in service/Pivot Point						

FEASIBILITY: Are facilities, equipment, and library resources adequate? Are evening programs and services adequate? Are course offerings frequent enough for students to make adequate progress in both day and evening programs? Does the program have adequate communication with & support from Counseling?	Status					
	05-06	06-07	07-08	08-09	09-10	10-11
Current Recommendations						
a) Ongoing funding in the budget for Milady and Pivot Point Systems modules to support annual lease and faculty training.	C	C	C			
b) Incorporate Pivot Point module faculty needs to update technical knowledge for program instruction.	C	C	C			
c) Continue with new instructional technology for teachers.	C	C	C			
d) Establish a multi-media library to support Esthetician curriculum.	C	C	C			
e) Provide computers for on-line research and project planning for the Esthetician program.	C	C	C			
f) The Cosmetology Program needs nine full-time day instructors and two full-time evening instructors: This reflects one full-time lead teacher for every scheduled program.	P	P	P			
g) Provide writing, business and critical thinking classes for students.	C	C	C			
h) Develop an advanced Salon course designed to meet prerequisite criteria..	C	C	C			
i) Classrooms need special neutral lighting for accuracy in hair color development.	C	C	C			
j) Additional departmental flex day to be used for professional growth specific to the Cosmetology Department.	C	C	C			
New Recommendations						
Need full time instructor.						

COMPLIANCE: Do course requisites meet Federal, State & District requirements? Do the course outlines meet state, district & federal regulations for content? Do vocational programs have regular advisory meetings?	Status					
	05-06	06-07	07-08	08-09	09-10	10-11
Current Recommendations						
a) Complete Student Learning Outcomes for all department curriculum by end of Spring 2006 semester.	I	I	I			
New Recommendations						

PROGRAM SLOs	Cycle Stage					
	05-06	06-07	07-08	08-09	09-10	10-11
1. Communication						
a)						
b)						
c)						
2. Computation						
a)						
b)						
c)						
3. Creative, Critical, and Analytical Thinking						
a)						
b)						
c)						
4. Community/Global Consciousness and Responsibility						
a)						
b)						
c)						

PROGRAM SLOs	Cycle Stage					
	05-06	06-07	07-08	08-09	09-10	10-11
5. Technology/information competency						
a)						
b)						
c)						
6. Discipline/Subject area specific content material						
a)						
b)						
c)						