

COSMETOLOGY

Program Review

2004 – 2005

Prepared for
Citrus Community College District

Prepared by

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PART-TIME FACULTY

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ADVISORY COMMITTEE

All Cosmetology Faculty
Student Representatives

David Evans	Tony and Guy	Education Director
Jerry Hanson	L.B. Hairdressers Guild	Salon Owner
Steve Miller	State Board Advisory Comm.	Manufacturer
Arnold Simpkins	Nat'l Hairdressers Assn.	Salon Owner
Dena Norrdin	Clippings Salon	
Lori Paley	Aromatique Skin & Body Care	
Rhonda Ferree	Supercuts	Nat'l Salon Chain
Fabby Loera	Carlton International	Nat'l Salon Chain
Doris Betancourt	Angles Salon	
A Lee Cao	Paul Mitchell Schools	
Peggy Lee Cao	Paul Mitchell Schools	

LIST OF DEGREES OFFERED

ASSOCIATE IN SCIENCE

Applied Arts: Cosmetology

LIST OF CERTIFICATES OFFERED

Cosmetology
Esthetician

SKILL AWARDS

Manicurist
Teacher Training

PROGRAM DESCRIPTION

This program prepares students who have successfully completed 57 units of applied preparation in lecture and lab experience to take the state mandated cosmetology examination to become a licensed cosmetologist. The department also offers advanced courses for licensed cosmetologists, skin care, manicuring and electrology.

In this program students are taught chemical reformation of the hair, haircoloring, hairstyling, physical restructuring of the hair, manicuring, skin care and salon management techniques.

The program prepares students for licensing examinations in cosmetology in the related areas of esthetician, manicuring and electrology. Teacher training courses are also offered.

PROGRAM OBJECTIVES

- Provide basic cosmetology knowledge and skills for students.
- Prepare students for state board Cosmetology license examination.
- Provide courses required for students to complete certificates.
- Prepare students to enter the job market with clear knowledge of current industry trends, standards and technology.

MISSION

COMMENDATIONS:

- a) The Cosmetology Program meets the mission of Citrus Community College District by providing career education.
- b) The Cosmetology Program encompasses four (4) certificates which demonstrate student accomplishments: Cosmetology, Esthetician, Electrology and Manicuring.
- c) The Cosmetology has diversity in faculty, staff and students.
- d) The Cosmetology Department holds advisory meetings with community and industry professionals to review and make recommendations for enhancing the college program to meet industry needs.
- e) The Cosmetology Department is involved in state legislation to better the program and profession.
- f) The Cosmetology Department is active in community service.

RECOMMENDATIONS:

- a) Develop Student Learning Outcomes (SLOs) for all department curriculum: beginning in spring 2005 and completing by spring 2006.
- b) Integrate the Cosmetology program with the business department to learn basic business methodology.
- c) Increase number of students receiving Associate Degrees.
- d) Increase student enrollment in the Evening Program.
- e) Utilize marketing and recruitment to attract more students.
- f) Develop a database tracking system for postgraduates and salons for accountability and recruiting.
- g) Encourage partnerships with industry to enhance the program.
- h) Incorporate the Barbering Program into the Cosmetology Department.
- i) Advisory committee recommends:
 - 1. increasing frequency of Advisory meetings.
 - 2. offering Continuing Education classes
 - 3. incorporating advanced classes into salon apprenticeship programs.
 - 4. in-service workshops.
 - 5. structure post-graduate classes in nine-week blocks.

NEED

COMMENDATIONS:

- a) An advisory committee augments the cosmetology program.
- b) Cosmetology full-time day students are able to complete the program in 1 year and 9 weeks.
- c) Cosmetology part-time evening students are able to complete the program in 2 years and 18 weeks.
- d) Esthetician full-time day students are able to complete the program in 1 semester.
- e) Esthetician part-time evening students are able to complete the program in 2 semesters.
- f) Developed department policy handbook for instructors and students.
- g) Have implemented Pivot Point and Milady instructional programs.

RECOMMENDATIONS:

- a) Industry representatives should continue to be solicited for partnerships and the Cosmetology Advisory Committee from a broader spectrum of the business community.
- 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.
- 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.
- 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.
- e) Encourage students to take business and computer courses related to the cosmetology industry (Advisory recommendation).
- f) Schedule weekend workshops for advanced subject matter (Advisory recommendation).
- g) Continue instructor technology training required to support new multi-media Milady and Pivot Point instructional programs.
- h) Develop and market Cosmetology AA/AS degree.
- i) Provide remediation for under-prepared or learning disabled students to succeed in the program.
- j) Review instructor load.
- k) Increase enrollment in the evening programs.

QUALITY

COMMENDATIONS:

- a) Full-time and part-time faculty in the program meet District and Chancellor's Office minimum qualifications.
- b) Cosmetology Program faculty and students are ethnically diverse.
- c) Class lecture/lab unit values exceed the Cosmetology program standard.

RECOMMENDATIONS:

- a) Faculty to support professional organizations and legislative bodies.
- b) Improve availability of basic skills for cosmetology students.
- c) Earlier student assessment: first three days of class.
- d) Continue to update faculty on new industry trends and programs.
- e) Increase faculty and student diversity.
- f) Improve student's success rate for passing state board examination.
- g) Review courses for sensitivity to cultural differences and ethics in the context of cosmetology.
- h) Reinforce existing curriculum to bring cosmetology courses to a technological level of current industry standards (Advisory recommendation).
- i) Complete Student Learning Outcomes (SLOs) for all program curriculum.

FEASIBILITY

COMMENDATIONS:

- a) The Cosmetology Department contributes to the finances of the college by maintaining a large clientele.
- b) The Esthetician Program remodel is in the future formation.
- c) The Cosmetology Program is displayed in the Citrus College Career Mobile.
- d) A multi-media library is established to support Cosmetology curriculum.
- e) Computers are provided for on-line research and project planning for the Cosmetology program.

RECOMMENDATIONS:

- a) Ongoing funding in the budget for Milady and Pivot Point Systems modules to support annual lease and faculty training.
- b) Incorporate Pivot Point module faculty needs to update technical knowledge for program instruction.
- c) Continue with new instructional technology for teachers.
- d) Establish a multi-media library to support Esthetician curriculum.
- e) Provide computers for on-line research and project planning for the Esthetician program.
- 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.
- g) Provide writing, business and critical thinking classes for students.
- h) Develop an advanced Salon course designed to meet prerequisite criteria.
- i) Classrooms need special neutral lighting for accuracy in hair color development.
- j) Additional departmental flex day to be used for professional growth specific to the Cosmetology Department.

COMPLIANCE

The Cosmetology Program and courses are reviewed by the Cosmetology Advisory Committee which evaluates the curriculum and recommends areas for change to ensure relevancy to the needs of the business world.

COMMENDATIONS:

- a) The Citrus College Cosmetology Department complies with the mission of the college by providing career education.
- b) Full-time and part-time faculty in the program meet District and Chancellor's Office minimum qualifications.
- c) The Citrus College Cosmetology programs exceed program standards.

RECOMMENDATIONS:

- a) Complete Student Learning Outcomes for all department curriculum by end of Spring 2006 semester.

PROGRESS IN PRIOR RECOMMENDATIONS

Recommendations from 1998-99 Program Review

- a) New programs such as Pivot Point System have been implemented.
- b) Five additional full-time faculty have been hired.
- c) Department Policy Handbook for students and instructors has been completed.
- d) Remodel of Esthetician Program is in long range plans.
- e) Increase in full-time faculty diversity.

ADVISORY COMMITTEE

Meeting date: April 4, 2005

FACULTY CHAIR: Albert Graciano

FACULTY: All Cosmetology Faculty

COUNSELING: Judy Chappie

STUDENT REPRESENTATIVES: Cosmetology Club Officers

BUSINESS AND INDUSTRY MEMBERS:

David Evans	Tony and Guy	Education Director
Jerry Hanson	L.B. Hairdressers Guild	Salon Owner
Steve Miller	State Board Advisory Comm.	Manufacturer
Arnold Simpkins	Nat'l Hairdressers Assn.	Salon Owner
Dena Norrdin	Clippings Salon	
Lori Paley	Aromatique Skin & Body Care	
Rhonda Ferree	Supercuts	Nat'l Salon Chain
Fabby Loera	Carlton International	Nat'l Salon Chain
Doris Betancourt	Angles Salon	
A Lee Cao	Paul Mitchell Schools	
Peggy Lee Cao	Paul Mitchell Schools	

ADVISORY COMMITTEE

COMMENDATIONS

- a. Citrus is one of the better Cosmetology schools.
- b. Students are learning fundamental skills.

RECOMMENDATIONS

- a. Students need to learn:
 1. Work ethic
 2. Communication skills.
 3. Professionalism

- b. Other courses needed:
 1. Semantics
 2. Customer Relations
 3. Small Business Management
 4. Accounting
 5. Taxes

- c. Other Recommendations:
 1. Continuing Education classes
 2. Guest Speakers from industry.
 3. Use of mentors
 4. Department Open House
 5. Campus-wide Open House
 6. Former students as Advisory Committee members.
 7. Guest instructors from other disciplines:
 - a.) Speech/Communication
 - b.) Math
 - c.) Business
 - d.) Psychology