

Instructional Program Review- Annual Update Template

Instructional Program

Indicate the type of program: AA; AS; AA-T; AS-T; Certificate

Program Name: Associate of Science Degree, Cosmetology; Certificate of Achievement, Cosmetology

Academic Year: 2022-2023

Name of Faculty Submitter(s): Carole Blake and Heather Bradford

Annual Update #1 #2

****Note: An Annual Update must be submitted each year that a Program Review is not submitted.***

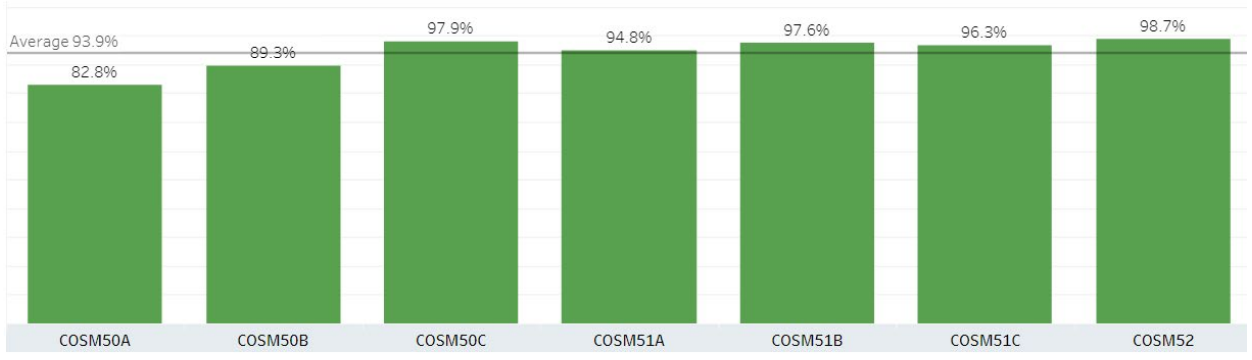
I. Progress on Program Level Outcomes (PLOs) and Student Learning Outcomes (SLOs) Data

A) Summarize the progress made on course level outcomes and assessments (SLOs):

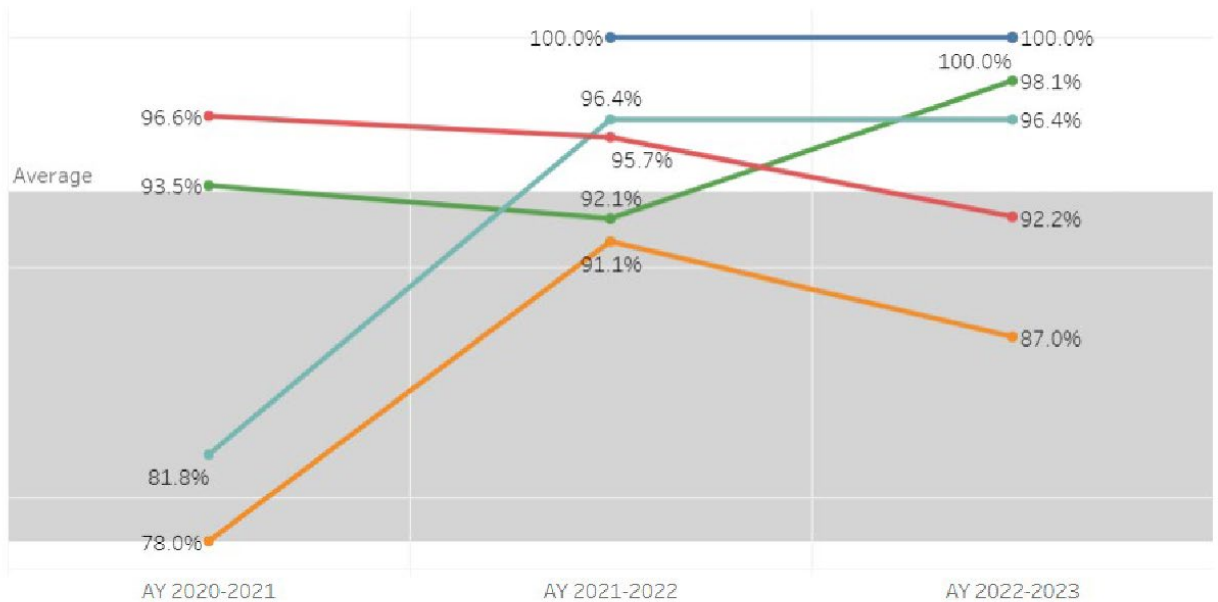
The course level outcomes has dipped a bit with Hispanic and African American students. The overall success rate is still 93% which is very strong. Without the previous year individual course data, it is hard to draw conclusions regarding individual course changes. The award count for the for the degree stayed steady. The certificate of completion went up considerably from 22 to 32 completions.

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Course Success Rates



Program Course Success Rates



- B) Please list specific courses or SLOs that were identified for student-centered growth and improvement.

Use the information from Part C of the "Program Learning Outcomes Assessment Data" section of the IPR.

Cosmetology fundamentals in 50A had a split of exceeds and meets expectations. We would like to see more students exceed the standard.

- 1) List the actions identified to help grow or improve those areas.

Going back to in class lessons instead of online will allow for more help from the instructor to help develop those fundamental skills. Incorporating in class quizzes with hands on activities will help build skills. Also incorporating surprise mock state visits will help reinforce student skills and cleanliness standards.

- 2) Discuss the progress the program has made on those actions. Include any data used to support progress.

Students are able to practice techniques and cleanliness standards daily while observed

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by the teacher. The teacher is able to correct any mistakes the student is making. Quizzes allow students feedback to help make adjustments in their technique. Mock inspections help students practice their cleanliness standards in an environment with direct supervision.

- C) Please list any actions identified to support equitable outcomes.

Use the information from Part D of the "Program Learning Outcomes Assessment Data" section in the IPR.

Click or tap here to enter text.

- 1) List the specific student groups the program identified as students they would like to focus their efforts on.

N/A

- 2) Discuss any progress with equitable action within the program and any measures taken to ensure the identified student group(s) would receive appropriate support. Include any data used to support progress.

N/A

- D) Describe any other program, course, and/or instructional changes made by your program as a result of the outcomes assessment process.

N/A however, there is a new 1000 hour program working its way through the approval process. The state changed the minimum hours from 1600 to 1000.

- E) Reflecting on the responses for B) and C) above, what will you implement for the next assessment cycle?

For the next cycle, staff will make sure to complete their SLO's after each class. They will also watch to see how different groups are performing in the classroom and offer extra assistance to anyone struggling.

II. Progress Toward Achieving Program Goals, Objectives, and Outcomes

These should be carried forward from your full Program Review(Section III), or from your Annual Update #1, if revised since your full Program Review.

A) List the 2-3 goals from your Program Review or most recent update.

1. GOAL #1

Provide basic cosmetology knowledge and skills for students to successfully pass the California State Board of Barbering and Cosmetology licensure examination to enter the workforce.

2. GOAL #2

Support students in the completion of the Associate Degree and Certificate of Achievement in Cosmetology in addition to obtaining required mandates for cosmetology licensing.

3. GOAL #3

Continue with professional development with new instructional technology for faculty. Update equipment and furniture for entire cosmetology program.

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B) Have any goals been completed or discontinued?

If yes, please list the goal and whether it has been completed or discontinued; if discontinued, please explain why.

Yes No

All goals are continuing.

C) Discuss the objectives and related outcomes for each goal.

1. GOAL #1 Objective(s) with related Outcome.

Understand the importance of professionalism, critical thinking, and proficiency skills in this diverse beauty industry. Increase faculty and student diversity. Encourage partnerships with beauty industry professionals to enhance the program like Salon Centric, Shears by Dave Gigormo, etc.

- **Discuss any progress toward meeting the goal based on the goal objectives.**
Placing more emphasis in each class on professionalism and skill proficiency.
- **Briefly explain how you have been measuring the goal and any notable indicators of forward progress.**
Watching the success of SLO's for each class. Based off information from the State Board of Barbering and Cosmetology, 77% of students have taken and passed the licensure examination.

2. GOAL #2 Objectives with related Outcome.

Provide remediation for under prepared or learning disabled students to succeed in cosmetology program. Establish multi-media library to support cosmetology curriculum.

- **Discuss any progress toward meeting the goal based on the goal objectives.**
There are makeup days for students missing hours and opportunities for one on one help during salon hours.
- **Briefly explain how you have been measuring the goal and any notable indicators of forward progress.**
Students attended the makeup days. Students are asking and getting help in the classroom.

3. GOAL #3 Objectives with related Outcome.

Develop and participate in team building workshops to communicate collaboration among faculty. Have faculty complete the Cultural Responsiveness Course from the Instructional Design Team. Utilize social networking media to enhance visibility of cosmetology program. Develop a system to track employment of former graduates utilizing social media. Bring cosmetology equipment and furniture up to date especially the nail stations and ventilation. New hair stations are also needed.

- **Discuss any progress toward meeting the goal based on the goal objectives.**
Meetings have been held with all teachers to focus on consistency and following the rules. There is now a set of rules that every class and instructor is supposed to follow. Faculty are working on aligning their syllabi and incorporating all needed information.
- **Briefly explain how you have been measuring the goal and any notable indicators of**

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forward progress.

Staff and students are being observed to verify consistency is being enforced and the rules are being followed. Syllabi are being checked to ensure consistency.

D) List any resource you are requesting for each goal.

1. Goal 1 Goal 2 Goal 3

Please list the resource and how it relates to the goal.

Funding for the Milady training modules. This will allow for professional development for the faculty.

2. Goal 1 Goal 2 Goal 3

Please list the resource and how it relates to the goal.

The furniture and equipment currently in the salon is very old. It needs to be updated. Perhaps this could be done in stages. New equipment-nail tech tables, ventilation for nail tech tables, hair washing stations, station chairs, dryers(Medusa), station storage

3. Goal 1 Goal 2 Goal 3

Please list the resource and how it relates to the goal.

Click or tap here to enter text.

III. New Goals (optional)

This section is optional and should be used to replace a completed or discontinued goal OR if a new goal has become necessary for the program.

A. NEW GOAL #1

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1. Alignment to BCC Strategic Priority *(Select at least one but choose all that apply)*

Choose an item.

Choose an item.

Choose an item.

Choose an item.

2. Relationship to Guided Pathways

Clarify the Path

Entering the Path

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- Staying on the Path
- Support Learning

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3. Please list at least one objective for achieving this goal.
Click or tap here to enter text.
 4. Please list outcome statements for each objective.
Click or tap here to enter text.
 5. Briefly explain how you will measure the outcome.
Click or tap here to enter text.
 6. Please list resources (if any) that will be needed to achieve the goal/outcome.
Click or tap here to enter text.
-

B. NEW GOAL #1

Click or tap here to enter text.

1. Alignment to BCC Strategic Priority (*Select at least one but choose all that apply*)

Choose an item.

Choose an item.

Choose an item.

Choose an item.

2. Relationship to Guided Pathways

Clarify the Path

Entering the Path

Staying on the Path

Support Learning

3. Please list at least one objective for achieving this goal.

Click or tap here to enter text.

4. Please list outcome statements for each objective.

Click or tap here to enter text.

5. Briefly explain how you will measure the outcome.

Click or tap here to enter text.

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6. Please list resources (if any) that will be needed to achieve the goal/outcome.
Click or tap here to enter text.

IV. Resource Requests: What does the program need to meet its goals and objectives?

What does the program need to meet its goals and objectives?

List all resources from Sections II.D and III.6 below.

If there was no room on the template to list all resources being requested for a single goal/objective, you may list additional resource requests here. Also list any resources required to implement planned improvements.

IMPORTANT: A BUDGET ALLOCATION PROPOSAL must be completed and submitted for **EACH** new resource requested.

Goal #	Objective #	Resource Required	Estimated Cost	BAP Required? Yes or No	In No, indicate funding source
3	Update furniture and equipment in salon	New equipment-nail tech tables, ventilation for nail tech tables, hair washing stations, station chairs, dryers, station storage	? Need to research this and probably needs to be done in stages	Yes	Click or tap here to enter text.
3	Professional development	Funding for milady trainings	\$40 per training module	Click or tap here to enter text.	?Perkin?
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Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
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