

**Northland Pioneer College
Cosmetology Advisory Board Meeting
Monday, October 19, 2009**

Attending: Matthew Pino, Angie Kreckler, Cary Harris, Kathy Haas, Natalia Merrill. NPC Faculty & Staff: Charlotte Robbins, Don Richie, Autom Christensen, Chloe Martineau, Barbara Hicks, Ann Hilliard.

Don Richie opened the meeting with thanks to the advisory committee for agreeing to serve.

- Advisory committees are integral to our operation as a college.
- The advisory committees are integral to help NPC decide how to prioritize resources we have.
- Even in this tight budget environment, NPC Administration is supporting Cosmetology – smart boards, computer linkages, new tables, chairs to replace stools.
- Next week we have our 10-year Accreditation visit from North Central Association to evaluate how NPC assesses itself. We would be glad for any Advisory Committee to attend the Community Forum.
- Our focus is helping improve the learning environment for our students.

Angie Kreckler suggested it would be useful for the advisory committee to evaluate the students to observe how students are doing. Especially valuable if students don't know who the advisory board member is!

Don informed the group that the legislature and the governor are looking at another potential 15% cut in funding. Across 27 programs, we will need to figure out where the cuts need to take place. This is where the advisory committee comes in – provides support for continuing the funding the Cosmetology programs.

Slump has increased people coming into the school for services. Also the Cosmetology schools tend to see additional students. Salons are hurting due to the economy; nails especially. Women who come in to salons for color tend to come in regardless of the economy, however.

Program News & Overview: Charlotte Robbins

- NPC students participated in local Skills USA competition this week – first time for NPC Cosmetology – showed two of the winning mannequins.
- Also Cosmetology department has been invited to exhibit and provide services at the Honda Women's Conference for the White Mountain Apache Tribe, scheduled for October 21.
- The cosmetology classes have elected class presidents this year. Four class leaders and four instructors – Patsy Clink, Teresa Parker, and Allie Zache, are in Phoenix today for the Skills USA conference, learning how to prepare for the February Statewide competition.
- We held open house last Wednesday at White Mountain Campus (Show Low) Cosmetology.
- This semester we've been working on cleanup and "face lift" for this facility. The hall is no longer a storage area; both rest rooms have been cleared of boxes and thoroughly cleaned.
- Chairs – will be simple, replace stools which students are now using in Theory classroom.
- We have had changes in Deans, Faculty, Coordinator. Charlotte Robbins is Interim Coordinator.

Evaluation: Barb Hicks

NPC evaluates our students' skills through tests, study guides, and instructor materials. The materials come from the Milady series.

- Students test every Friday. We have developed chapter study guides, containing test items from the Milady test bank, which students receive one week ahead of time. Thursday we review study guide with students. The Friday test is also pulled from the test bank, so students are seeing similar items to the ones they studied. Students who miss the Friday test receive a different set of test questions, to protect the integrity of grades.
- The faculty is developing a separate "Senior" bank of questions for those who have been through the materials (in less depth) in earlier semesters.

- Students also take 1300, 1400, and 1600 hour tests at NPC prior to taking the written section of State Boards. One innovation which has allowed us to do extensive testing is scantron grading, which allows instructors to spend more time with students.
- We also set up “School Boards” testing which mimics as closely as possible the setting and requirements for the practical portion of State Boards. Students demonstrate haircuts, perms, thermals, 4 quadrant color tasks, safety, and sanitation. The new NIC standard practical portion is 2.5 hours at most.

In other news, several instructors and students just attended a new hair show, focused on students, in Phoenix on Sunday, October 18. We picked up literature on some of the most recent fashion trends.

Learning disabled students are eligible for services – readers for learning disabled, translators for Deaf/Hard of Hearing, accommodations for physically disabled.

We are working on making sure students are ready for employment, knowing more than just cutting hair. Matthew commented, and several other board members agreed, that a professional appearance in attire and grooming are absolutely essential to being a good employee. He requires the employees in his salon to present themselves well even if they drop in on their days off. Students need to know how important this is.

Technology – Chloe Martineau

Chloe demonstrated the new Smart Board – not just a slide screen but ability for instructor to underline, add notes, sketch in additional details, or even bring up an Internet site to illustrate a point. You-Tube tutorials are available on the web to show special makeup effects, how wigs are made, historical permanent wave machines, and many other subjects to keep students interested and add additional information. Instructor doesn’t even have to be sitting at the computer – there’s a touch feature right on the screen. There’s a mystery pen to allow a quick announcement for those who are paying attention. If students have a question the instructor doesn’t know, it can be researched on the internet right in class.

Natalia says watching the information on the smart board has helped her pick up new information more effectively than just reading and listening to a lecture.

Cosmetology Annual Report – Autom Christensen

Autom is writing the annual report; handed out a draft of the Strengths, Weaknesses, Opportunities, Threats, & Trends (SWOTT) faculty analysis so far.

- Our goal is to be the best cosmetology program in the state
- Career Workforce Re-Entry coupons, Look Good/Feel Better for community involvement and improved student learning and more cross-cultural understanding
- Question – what’s the cost for a student for all 1600 hours of instruction? \$4300, cheapest in the state

Opportunities the faculty sees in future

- Nail technician program
- Aesthetics
- New curriculum starting in January
- One of the Administration Information Systems instructors is helping construct a testing protocol for work on mannequins. Students will have to record their work, and receive a grade for the quality of each element of an assignment
- Full-time teachers at both Winslow and St. Johns are planned – reduce faculty travel

Question was asked -- How many teachers and students at Winslow? 23 students, 1 full-time (travelling to teach) and one adjunct. St. Johns students are coming to Show Low this semester – approximately 10.

Members took the draft with faculty input and will add their own notes regarding the program. They will get their comments back to Cosmetology by the end of the week.

Discussion Question: How would the members feel about adding retail product selling to the Cosmetology program?

- Members agreed it is an important skill for working in a salon
- Beauticians in salons sell through personal relationship with clients who are happy with the results they receive. Students need to know that prices are the same in salons and in other retail outlets; even buying at Walmart, if same product is available, isn't necessarily a better deal for the customer
- One option is for a salon to sponsor a student and provide product which can be bought at sponsoring salon
- All agree that Cosmetology department should not be in competition with salons
- "Black Label" products can be purchased from high quality manufacturers – very similar to name brand products but without the label.
- Could even have own brand -- sponsor a logo contest, get students involved
- Question – does anyone in area carry Lansa brand? Ans, yes, one owner present does carry this line
- Matthew Pino – willing to donate \$100 seed money to buy the first stock of product

Outcome: Faculty will pursue data on Black Label products. Also find out what needs to be done for the department to do retail sales. Will report back to the committee at next meeting.

Autom is ensuring each of the Committee members present receive a coupon for a free service, to be used by themselves or someone from their salons. They are asked to report back to Cosmetology about their experience at NPC Cosmetology.