

Peralta Community College District Annual program update February 2015

I. OVERVIEW

		Date Submitted:	February, 2015
Discipline	COSM	Dean:	Phoumy Sayavong
Department	Ella Kantorov, Sydney		
Co-Chair	Thomas		
Mission/ History <i>Brief, one paragraph</i>	<p>The Laney College Cosmetology Program dates back to the 1950's, it was first offered at Laney Trade Technical and now is a part of the Vocational Technology Program Division, one of the sixteen programs supported by advisory councils. The Program prepares graduates to take examination for licensure through the Department of Consumers Affairs and prepares students for competency in employment in this industry. Cosmetology Program is committed to meet the needs of the urban community and serves in the spirit of the community college's ongoing philosophy to offer each student an opportunity to reach his/her full potential. The mission of the Cosmetology program is to prepare students to take the California State Board of Barbering and Cosmetology licensure examination in order to enter the profession and commence their career with entry level skills and interest in lifelong learning.</p>		

II. Enrollment

	Alameda	Berkeley	Laney	Merritt	District
Census Enrollment F11	0	0	1,107	0	1,107
Census Enrollment F12	0	0	1,036	0	1,036
Census Enrollment F13	0	0	1,092	0	1,092
Sections F11	0	0	30	0	30
Sections F12	0	0	30	0	30
Sections F13	0	0	30	0	30
Total FTES F11	0.00	0.00	145.43	0.00	145.43
Total FTES F12	0.00	0.00	141.14	0.00	141.14
Total FTES F13	0.00	0.00	147.08	0.00	147.08
Total FTEF F11	0.00	0.00	9.79	0.00	9.79
Total FTEF F12	0.00	0.00	7.80	0.00	7.8
Total FTEF F13	0.00	0.00	10.48	0.00	10.48
FTES/FTEF F11	0.00	0.00	14.85	0.00	14.85
FTES/FTEF F12	0.00	0.00	18.09	0.00	18.09
FTES/FTEF F13	0.00	0.00	14.04	0.00	14.04

Note: Attendance Method "X" classes are excluded from the calculations.

III. Student Success

	Alameda	Berkeley	Laney	Merritt	District
Total Graded F11	0	0	1,055	0	1,055
Total Graded F12	0	0	1,012	0	1,012
Total Graded F13	0	0	1,101	0	1,101
Success F11	0	0	857	0	857
Success F12	0	0	771	0	771
Success F13	0	0	844	0	844
% Success F11	0.00	0.00	0.81	0.00	0.81
% Success F12	0.00	0.00	0.76	0.00	0.76
% Success F13	0.00	0.00	0.77	0.00	0.77
Withdraw F11	0	0	103	0	103
Withdraw F12	0	0	177	0	177
Withdraw F13	0	0	169	0	169
% Withdraw F11	0.00	0.00	0.10	0.00	0.1
% Withdraw F12	0.00	0.00	0.76	0.00	0.17
% Withdraw F13	0.00	0.00	0.15	0.00	0.15

IV. Faculty

	Alameda	Berkeley	Laney	Merritt	District
Contract FTEF F11	0.00	0.00	3.86	0.00	3.86
Contract FTEF F12	0.00	0.00	2.30	0.00	2.3
Contract FTEF F13	0.00	0.00	3.80	0.00	3.8
TEMP FTEF F11	0.00	0.00	4.57	0.00	4.57
TEMP FTEF F12	0.00	0.00	4.71	0.00	4.71
TEMP FTEF F13	0.00	0.00	5.50	0.00	5.5
Extra Service FTEF F11	0.00	0.00	1.37	0.00	1.37
Extra Service FTEF F12	0.00	0.00	0.79	0.00	0.79
Extra Service FTEF F13	0.00	0.00	1.19	0.00	1.19
Total FTEF F11	0.00	0.00	9.80	0.00	9.8
Total FTEF F12	0.00	0.00	7.81	0.00	7.81
Total FTEF F13	0.00	0.00	10.49	0.00	10.49
% Contract/Total F11	0.00	0.00	0.39	0.00	0.3939
% Contract/Total F12	0.00	0.00	0.29	0.00	0.2945
% Contract/Total F13	0.00	0.00	0.36	0.00	0.3622

Qualitative Assessments	Narrative
<p>7. Community and labor market relevance Present evidence of community need based on Advisory Committee input, industry need data, McIntyre Environmental Scan, McKinsey Economic Report, etc. This applies primarily to career-technical (i.e., vocational programs).</p>	<p>Most of Cosmetologists and Barbers are employed in beauty salons, barber shops or department stores, but they are also found in nursing and other residential care home, drug and cosmetic stores and photographic studios. According to State of California Labor Market information: there are 1,310 jobs open every year. Job opportunities should be excellent as a growing number of employers report difficulties finding qualified applicants. In addition, numerous job opening will arise from turnover in this large occupation. Competition is expected for jobs and customers at the higher paying, prestigious salons, as applicants vie with a large pool of licensed and experienced cosmetologists. The number of self-employed, booth-renting cosmetologists should continue to grow, and opportunities will be better for those licensed to provide a broad range of cosmetology services.</p> <p>According Labor Market there has been notable growth in the industry since 1999:</p> <ul style="list-style-type: none"> • The total # of salon professional is up 24% • The total # of salons is up by 5.6% • The # of chairs or workstations is up by 9% • The # of employees leaving their positions is down 12% • The # of new hires is up 37% <p>More than 572,000 open positions were filled in 2002 with both experienced salon professions changing positions (73% of the new hires) and with inexperienced professionals with less than one year's experience (27% of the new hires). The supply does not appear to be keeping up with demand. Approximately 3 out of 4 salon owners who looked for new employees in 2002 reported difficulty in finding qualified personnel.</p>

VI. Course SLOs and Assessment

Number of active courses in your discipline	45
Number with student learning outcomes (SLOs)	45 (100%)
Number of courses that have assessed at least one SLO in the past academic year, 2013-2014 (see your TaskStream report for data):	9
Percent of courses that have assessed at least one SLO last year, 2013-2014: <i>Calculating your percentage: Number of courses assessed divided by total active courses in your discipline.</i>	20
Number or percent of courses you plan to assess (at least one SLO each) this academic year (2014-2015):	50%
If the percent of courses you plan to assess is not 100%, explain why here.	To many courses and SLOs

Briefly describe the general types of assessment methods you are using. (For example: common test questions, student papers evaluated with a rubric, student projects evaluated with a rubric, safety observation checklists, etc.)

All of the above: written tests, practical exams, projects with rubrics etc.

List two examples of the **most important plans for changes and improvements** as a result of what you learned during the course SLO assessment process in the past academic year (Fall 2013- Spring 2014). State the course number for each example so that the details of the assessment findings and action plans can be located in TaskStream. *

* This will be verified by checking in TaskStream.

Example: Chem 30A, Departmental safety policies need to be revised and all instructors need to be made aware of new policies. Lab techs to start monitoring lab safety.

Facial 215. health and safety standards need improvements to meet State Board of Barbering and Cosmetology standards . Facial beds are required to meet the minimum equipment standards set for school by the state and to create a salon-like setting for student practice and instructions .

List two examples of the **most significant changes/improvements your department has made** as a response to assessment results in the past academic year (Fall 2013-Spring 2014). State the course number and the academic year it was assessed for each example so that the details of the assessment findings, action plan and status report can be located in TaskStream. *

(* This will be verified by checking in TaskStream.)

(Please make sure that the evidence for these changes/improvements is uploaded to the Status Report in TaskStream, or attach the evidence to this report.)

Example: ESL 283, assessed Fall 2012. In Fall 2013, projects were made an integral part of this High Beginning Speaking/Listening course to engage students more deeply in the target language.

In progress

VII. Program Learning Outcomes and Assessment

	Fall 2014
Number of degrees and certificates in your discipline (If your department doesn't offer any degrees or certificates, you don't have to answer the rest of the questions regarding program assessment.)	N/A to be updated Spring 2015
Number of degrees and certificates with PLOs entered into TaskStream: (* This will be verified by checking in TaskStream.)	unknown
Number of degrees/certificates that have assessed at least one PLO in the past year:	45
If less than 100% of your programs have assessed at least one PLO last year, what is your plan for assessing program outcomes for all degrees and certificates?	100%
<p>List two examples of the most important plans for changes and improvements as a result of what you learned during the program (PLO) assessment process in the past academic year (Fall 2013- Spring 2014). State the program name for each example so that the details of the Assessment Findings and Action Plan can be located in TaskStream. *</p> <p>(* This will be verified by checking in TaskStream.)</p> <p>In progress</p>	
<p>List two examples of the most significant changes/improvements your department has made as a response to program (PLO) assessment. State the program name and assessment cycle for each example so that the details of the Assessment Findings, Action Plan and Status Report can be located in TaskStream. *</p> <p>(* This will be verified by checking in TaskStream.)</p> <p>(Please make sure that the evidence for these changes/improvements is uploaded to the Status Report in TaskStream, or attach the evidence to this report.)</p> <p>in progress</p>	

VIII. Strategic Planning Goals

<p>Check all that apply.</p> <ul style="list-style-type: none"> x <input type="checkbox"/> Advance Student Access, Success & Equity x <input type="checkbox"/> Engage our Communities & Partners x <input type="checkbox"/> Build Programs of Distinction <input type="checkbox"/> Create a Culture of Innovation & Collaboration x <input type="checkbox"/> Develop Resources to Advance & Sustain Mission 	<p>Describe how goal applies to your program.</p> <p>Obtain cosmetology license and secure employment: Provide the cosmetology services for general community and special community population .</p> <p>Additional recouses needed to upgrade the facilities.</p> <p>Secure more funds for educational recourses to prepare students for the industry.</p>
--	--

IX. College Strategic Plan Relevance

Check all that apply

- New program under development
- Program that is integral to your college's overall strategy
- Program that is essential for transfer
- Program that serves a community niche
- Programs where student enrollment or success has been demonstrably affected by extraordinary external factors, such as barriers due to housing, employment, childcare etc.
- Other

X. Action Plan

Please describe changes in your program since your last program review or annual program update that requires additional resources not addressed in your last program review or annual program update. If additional resources are need, please reference data (quantitative, qualitative, and data specifically from course and program learning outcomes assessment). In describing changes, consider curriculum, pedagogy/instructional, scheduling, and marketing strategies. Also, please reference any cross district collaboration with the same discipline at other Peralta colleges.

Include overall plans, goals and specific action steps for the coming year.

- **Increase additional support for students and faculty –Fill classified positions: front desk, Tutorial services to improve reading and comprehension skills**
- **Department instructional support – books, DVD's, funding for guest artists lectures, upgrade the instructional products.**
- **Assessments are performed to measure students learning outcomes.**
- **Update curriculum with department faculty. Ongoing process to be finalized with advisory committee and curriculum committee approval.**
- **Increase contract faculties, to separate the junior and senior segments of the program to allow the instructors of the advanced level to concentrate on the State licensure preparation to ensure a higher success.**
- **The Department should develop short term modularized professional and community interests offering such as: Braiding and Design; Extension and Design; Wigs and Hairpieces; Salon Management; Teacher Training; Manicure and Pedicure Courses.**
- **Expansion of present facilities: storage; lecture classrooms; lounge/break room; laboratory classrooms.**

	XI. Resource Needs: Using the Excel Spreadsheet (separate document)
FORM A	Classes should be separated by level. Currently Junior and Senior students are receiving instruction by the same teacher at the same time. Advanced Lab IV class should have dedicated instructor.
FORM B	Please describe and prioritize any NEW equipment, material, and supply needs. For Instructional Equipment & Library Material (including instructional equipment repairs). Due to high enrollment and unsaficient facility and normal ware and tear, we are constantly replacing furnuture/equipment.Due to the high number of studnets enroll in our program, the budget for supplies should be increased.
FORM C	Please describe and prioritize any NEW facilities needs using Form C. We cannot increase the enrollment and FTES, because of the limited facilities. Larger facilities are needed to increase the enrollment and to be in compliance with health and safety regulations. Provide the state of an art training facilities for the students and communities
FORM D	Please describe the need and prioritize any NEW classified and student worker requests. Full time classified employee needed for customer service/front desk activities. Part time students worker for dispensary
TECH FORM	Laney College Technology Equipment Request Form: Please list your computer and other technology needs in this form. Consistent internet access to be available in all area in the department.