Peralta Community College District

Berkeley City College
College of Alameda
Laney College
Merritt College

Career Technical Education (CTE)
Program Review

Fall 2015

Table of Contents

Purpose and Goals

The information gathered during the program review process provides the basis for informed decision making in the Peralta Community College District. Comprehensive Instructional Program Review is a systematic process for the collection, analysis, and interpretation of data concerning a program or department and its curriculum. It provides program and/or departmental accountability by collecting, analyzing and disseminating information that will inform integrated planning, resource allocation, and decision-making processes.

The primary goals are to:

- Ensure quality and excellence of academic programs.

- Provide a standardized methodology for review of instructional areas.

- Provide a mechanism for demonstrating continuous quality improvement, producing a foundation for action.

- Identify effective and exemplary practices.

- Strengthen planning and decision-making based upon current data.

- Identify resource needs.

- Develop recommendations and strategies concerning future directions and provide evidence supporting plans for the future, within the department, at the college and at the District level.

- Inform integrated planning at all levels within the College and the District.

- Ensure that educational programs reflect student needs, encourage student success, and foster improved teaching and learning.

- Provide a baseline document for demonstration of continuous improvement and use as a reference for future annual program updates.

Components in the Process

The CTE Program Review process, which occurs every three years, consists of answering a set of questions designed to aid in the examination of a discipline, department or program. These questions direct faculty to examine the curriculum, pedagogy, assessment results, and resource areas related to student success and to analyze findings in order to develop a plan that will improve the quality of teaching and learning.

The primary components in the CTE Program Review process include:

- The CTE Program Review Team

- Core data elements

- Completion of a CTE Program Review Narrative Report every three years

- Validation of the CTE Program Review Report

- Completion of three reporting templates (found in the appendix). They are:

  - The CTE *Program Review Resource Requests Template* in which to summarize key resource needs.

  - The *Integrated Goal Setting Template* in which to set goals, objectives and action plans based upon the Comprehensive Instructional Program Review findings in alignment with PCCD Strategic Goals and Institutional Objectives.

  - The *Validation Process Form* in which to document the validity of the program review.

- Annual Program Updates (APUs), which review progress in meeting goals identified in the CTE Program Review, are completed in the alternate years within the CTE Program Review three year- cycle.

Thus, the recommendations and priorities from the CTE Program Review feed directly into the development of departmental and/or unit plans. In turn, the departmental and/or unit plans serve as the driving mechanisms in formulation of updated educational, budget, technology and facilities plans.

The CTE Program Review Team

Each discipline, department or program at the college will assemble a Comprehensive Instructional Program Review Team at the College that is comprised of the following members:

- Department Chair, Program Coordinator, or discipline designee:
  E. Kantorov, S. Thomas

- Division Dean
  Phoumy Sayavong

- Two additional faculty members, if applicable.
  B. Lazarus

- All faculty members within a department are encouraged to participate in the comprehensive Instructional Program Review process, although participation is not mandatory.

- A college body, such as a validation committee or institutional effectiveness committee, comprised of faculty outside of the discipline, department or program.

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The CTE Program Review Team will analyze the core data elements, course outlines, SLO assessment results, and complete the CTE Program Review Narrative Report.

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Validation: A designated college body, such as a validation committee or institutional effectiveness committee, will review the CTE Program Review Narrative Report to ensure completeness of the narrative report, the resource needs template, and the goal setting template.

The validation committee will complete the validation form, including signatures, included in Appendix C and make recommendations to the Vice President of Instruction.

CTE Core Data Elements

Part I. District Office

The *District Office of Institutional Research* will provide the following data to the College discipline, department or program by October 1st of each comprehensive program review year.

- Total enrollment data for each discipline, department or program (unduplicated) for the last three years disaggregated by age, gender, ethnicity and special populations.

Campus	Laney
Subject	COSM

Headcount	Term								
Age	2012 Summer	2012 Fall	2013 Spring	2013 Summer	2013 Fall	2014 Spring	2014 Summer	2014 Fall	2015 Spring
Under 16	1								
16-18	4	8	3	2	8	1	1	8	1
19-24	62	88	76	42	81	83	46	78	72
25-29	32	39	53	31	55	47	25	38	44
30-34	19	23	12	9	20	20	13	17	19
35-54	21	34	42	26	42	27	15	25	30
55-64	2	5	1	1	2	1	2	2	4
65 & Above							1		1
Grand Total	**141**	**197**	**187**	**111**	**208**	**180**	**102**	**168**	**171**

Campus   Laney
Subject   COSM

Headcount	Term								
Gender	2012 Summer	2012 Fall	2013 Spring	2013 Summer	2013 Fall	2014 Spring	2014 Summer	2014 Fall	2015 Spring
Female	131	181	167	99	187	171	99	166	168
Male	5	9	12	8	12	7	3	2	3
Unknown	5	7	8	4	9	2			
Grand Total	141	197	187	111	208	180	102	168	171

Campus   Laney
Subject   COSM

Headcount	Term								
Ethnicity	2012 Summer	2012 Fall	2013 Spring	2013 Summer	2013 Fall	2014 Spring	2014 Summer	2014 Fall	2015 Spring
American Indian/Alaskan Native									1
Asian	17	19	14	8	16	13	7	16	16
Black/African American	77	105	95	52	118	96	53	90	99
Filipino	1	3	7	5	6	3		1	2
Hispanic	17	24	24	18	23	24	18	24	18
Multiple	9	16	24	15	28	29	17	25	26
Other Non white	1	3	1						
Pacific Islander	1								1
Unknown/Non Respondent	11	11	8	5	5	4	1		3
White Non Hispanic	7	16	14	8	12	11	6	12	5
Grand Total	141	197	187	111	208	180	102	168	171

CAMPUS	Laney
SUBJECT	COSM
CATALOG_NBR	(All)
TIME_OF_DAY	(All)

CENSUS_TOTAL	Term								
	2012	2012	2013	2013	2013	2014	2014	2014	2015
Course	Summer	Fall	Spring	Summer	Fall	Spring	Summer	Fall	Spring
COSM 200 - SPECIAL PROJECTS LAB	108	32	48	99	59	49	95	58	51
COSM 210 - COSMETOLOGY THEORY I		59	66		59	51		54	47
COSM 210L - COSMETOLOGY LAB I		23	25		20	25		22	25
COSM 210LE - COSMETOLOGY LAB I		36	37		35	26		27	20
COSM 211 - MANICURE/PEDICURE 1		57	59		54	50		50	46
COSM 212 - CHEM SERV/HAIRCUT I		59	65		55	50		50	47
COSM 213 - HAIRSTYLE/HAIRCUT I		69	64		55	51		50	57
COSM 214 - HAIRCOLOR/HAIRCUT I		67	67		59	51		49	48
COSM 215 - FACIALS I		57	61		55	49		49	44
COSM 220 - COSM THEORY II		40	45		46	38		34	41
COSM 220L - COSMETOLOGY LAB II		17	19		25	16		22	21
COSM 220LE - COSMETOLOGY LAB II		23	24		23	23		12	19
COSM 221 - MANICURE/PEDICURE II		40	44		44	39		34	43
COSM 222 - CHEM SERV/HAIRCUT II		39	43		47	43		33	45
COSM 223 - HAIRSTYLE/HAIRCUT II		40	43		46	42		33	44
COSM 224 - HAIRCOLOR/HAIRCUT II		39	44		47	39		33	42
COSM 225 - FACIALS II		41	44		45	38		35	43
COSM 230 - COSM THEORY III		37	45		40	40		32	32
COSM 230L - COSM LAB III		26	20		22	25		15	18
COSM 230LE - COSM LAB III		11	24		19	14		17	13
COSM 231 - MANICURE/PEDICUR III		37	42		38	39		33	31
COSM 232 - CHEM SRV/HAIRCUT III		36	45		42	37		33	30
COSM 233 - HAIRSTYL/HAIRCUT III		35	43		42	37		32	31
COSM 234 - HAIRCOLR/HAIRCUT III		37	45		41	37		31	30
COSM 235 - FACIALS III		37	45		40	39		32	31

COSM 240LE - COSM LAB IV			16	22		19	23		11	16
COSM 245 - INTRO TO COSMETOLOGY	34	26		13	15	20	10	20	10
Grand Total	**142**	**1036**	**1129**	**112**	**1092**	**991**	**105**	**901**	**925**

Our enrolment trends for the last 3 years are consistent. Due to limitations in size of facility we are only able to enroll a limited number of students. Our program is very popular in the community, because the tuition cost and support services offered by the college.

- Enrollment data for individual courses, by time of day, fall, spring and summer sessions, for the last three years.

- FTES per FTEF (productivity) by course and discipline, department or program for the last three years.

2013

STRM	COL	CRSE	OFF	SECT	SUBJ	CATL	CLASS	SESS	CENSUS_DT	FTES_TOTL	FTES_INST
1162	L	3994	1	L1L	COSM	200	21866	1	Feb 8 2016	0.8	0.8
1162	L	3997	1	L1	COSM	210	21823	1	Feb 8 2016	0.33	0.33
1162	L	3997	1	L2	COSM	210	21824	1	Feb 8 2016	0	0
1162	L	4003	1	L1L	COSM	210L	21825	1	Feb 8 2016	1.53	1.53
1162	L	4008	1	L1L	COSM	210LE	21826	1	Feb 8 2016	0	0
1162	L	4009	1	L1	COSM	211	21827	1	Feb 8 2016	0.07	0.07
1162	L	4009	1	L2	COSM	211	21828	1	Feb 8 2016	0	0
1162	L	4010	1	L1	COSM	212	21829	1	Feb 8 2016	0.07	0.07
1162	L	4010	1	L2	COSM	212	21830	1	Feb 8 2016	0	0
1162	L	4011	1	L1	COSM	213	21831	1	Feb 8 2016	0.07	0.07
1162	L	4011	1	L2	COSM	213	21832	1	Feb 8 2016	0	0
1162	L	4012	1	L1	COSM	214	21833	1	Feb 8 2016	0.07	0.07
1162	L	4012	1	L2	COSM	214	21834	1	Feb 8 2016	0	0
1162	L	4013	1	L1	COSM	215	21835	1	Feb 8 2016	0.07	0.07
1162	L	4013	1	L2	COSM	215	21836	1	Feb 8 2016	0	0
1162	L	4014	1	L1	COSM	220	21837	1	Feb 8 2016	0.33	0.33
1162	L	4014	1	L2	COSM	220	21838	1	Feb 8 2016	0	0
1162	L	4020	1	L1L	COSM	220L	21839	1	Feb 8 2016	1.53	1.53
1162	L	4025	1	L1L	COSM	220LE	21840	1	Feb 8 2016	0	0
1162	L	4026	1	L1	COSM	221	21841	1	Feb 8 2016	0.07	0.07
1162	L	4026	1	L2	COSM	221	21842	1	Feb 8 2016	0	0
1162	L	4027	1	L1	COSM	222	21843	1	Feb 8 2016	0.07	0.07
1162	L	4027	1	L2	COSM	222	21844	1	Feb 8 2016	0	0
1162	L	4028	1	L1	COSM	223	21845	1	Feb 8 2016	0.07	0.07
1162	L	4028	1	L2	COSM	223	21846	1	Feb 8 2016	0	0

1162	L	4029	1	L1	COSM	224	21847	1	Feb 8 2016		0.07	0.07
1162	L	4029	1	L2	COSM	224	21848	1	Feb 8 2016		0	0
1162	L	4030	1	L1	COSM	225	21849	1	Feb 8 2016		0.07	0.07
1162	L	4030	1	L2	COSM	225	21850	1	Feb 8 2016		0	0
1162	L	4031	1	L1	COSM	230	21851	1	Feb 8 2016		0.33	0.33
1162	L	4031	1	L2	COSM	230	21852	1	Feb 8 2016		0.17	0.17
1162	L	4037	1	L1L	COSM	230L	21853	1	Feb 8 2016		1.53	1.53
1162	L	4042	1	L1L	COSM	230LE	21854	1	Feb 8 2016		0.5	0.5
1162	L	4043	1	L1	COSM	231	21855	1	Feb 8 2016		0.07	0.07
1162	L	4043	1	L2	COSM	231	21856	1	Feb 8 2016		0.03	0.03
1162	L	4044	1	L1	COSM	232	21857	1	Feb 8 2016		0.07	0.07
1162	L	4044	1	L2	COSM	232	21858	1	Feb 8 2016		0.03	0.03
1162	L	4045	1	L1	COSM	233	21859	1	Feb 8 2016		0.07	0.07
1162	L	4045	1	L2	COSM	233	21860	1	Feb 8 2016		0.03	0.03
1162	L	4046	1	L1	COSM	234	21861	1	Feb 8 2016		0.07	0.07
1162	L	4046	1	L2	COSM	234	21862	1	Feb 8 2016		0.03	0.03
1162	L	4047	1	L1	COSM	235	21863	1	Feb 8 2016		0.07	0.07
1162	L	4047	1	L2	COSM	235	21864	1	Feb 8 2016		0.03	0.03
1162	L	4048	1	L1L	COSM	240LE	21865	1	Feb 8 2016		0	0
1162	L	7924	1	L1	COSM	245	22760	1	Feb 8 2016		0	0

2014

STRM	COL	CRSE	OFF	SECT	SUBJ	CATL	CLASS	FTES_TOTL	FTES_INST	FTES_OUST	FTES_INTL
1154	L	3994	1	L1L	COSM	200	41618	0	0	0	0
1154	L	3997	1	L1	COSM	210	41619	4.17	4.17	0	0
1154	L	3997	1	L2	COSM	210	41620	4.33	4.17	0.17	0
1154	L	4003	1	L1L	COSM	210L	41621	18.75	18.75	0	0
1154	L	4008	1	L1L	COSM	210LE	41622	14.5	14	0.5	0
1154	L	4009	1	L1	COSM	211	41623	0.83	0.83	0	0
1154	L	4009	1	L2	COSM	211	41624	0.9	0.87	0.03	0
1154	L	4010	1	L1	COSM	212	41625	0.9	0.9	0	0
1154	L	4010	1	L2	COSM	212	41626	0.93	0.9	0.03	0
1154	L	4011	1	L1	COSM	213	41627	0.83	0.83	0	0
1154	L	4011	1	L2	COSM	213	41628	0.93	0.9	0.03	0
1154	L	4012	1	L1	COSM	214	41629	1.1	1.1	0	0
1154	L	4012	1	L2	COSM	214	41630	0.87	0.83	0.03	0
1154	L	4013	1	L1	COSM	215	41631	0.87	0.87	0	0
1154	L	4013	1	L2	COSM	215	41632	0.9	0.87	0.03	0
1154	L	4014	1	L1	COSM	220	41633	2.83	2.5	0	0.33

1154	L	4014	1	L2	COSM	220	41634	2	2	0	0
1154	L	4020	1	L1L	COSM	220L	41635	12.75	11.25	0	1.5
1154	L	4025	1	L1L	COSM	220LE	41636	6	6	0	0
1154	L	4026	1	L1	COSM	221	41637	0.57	0.5	0	0.07
1154	L	4026	1	L2	COSM	221	41638	0.4	0.4	0	0
1154	L	4027	1	L1	COSM	222	41639	0.67	0.6	0	0.07
1154	L	4027	1	L2	COSM	222	41640	0.4	0.4	0	0
1154	L	4028	1	L1	COSM	223	41641	0.73	0.67	0	0.07
1154	L	4028	1	L2	COSM	223	41642	0.4	0.4	0	0
1154	L	4029	1	L1	COSM	224	41643	0.6	0.5	0	0.1
1154	L	4029	1	L2	COSM	224	41644	0.37	0.37	0	0
1154	L	4030	1	L1	COSM	225	41645	0.67	0.6	0	0.07
1154	L	4030	1	L2	COSM	225	41646	0.4	0.4	0	0
1154	L	4031	1	L1	COSM	230	41647	3.5	3.5	0	0
1154	L	4031	1	L2	COSM	230	41648	2.67	2.67	0	0
1154	L	4037	1	L1L	COSM	230L	41649	15.75	15.75	0	0
1154	L	4042	1	L1L	COSM	230LE	41650	8	8	0	0
1154	L	4043	1	L1	COSM	231	41651	0.67	0.67	0	0
1154	L	4043	1	L2	COSM	231	41652	0.53	0.53	0	0
1154	L	4044	1	L1	COSM	232	41653	0.7	0.7	0	0
1154	L	4044	1	L2	COSM	232	41654	0.53	0.53	0	0
1154	L	4045	1	L1	COSM	233	41655	0.7	0.7	0	0
1154	L	4045	1	L2	COSM	233	41656	0.53	0.53	0	0
1154	L	4046	1	L1	COSM	234	41657	0.7	0.7	0	0
1154	L	4046	1	L2	COSM	234	41658	0.53	0.53	0	0
1154	L	4047	1	L1	COSM	235	41659	0.67	0.67	0	0
1154	L	4047	1	L2	COSM	235	41660	0.53	0.53	0	0
1154	L	4048	1	L1L	COSM	240LE	41661	5.5	5.5	0	0
1154	L	7924	1	L1	COSM	245	42314	1.33	1.27	0	0.07

2015

STRM	COL	CRSE	OFF	SECT	SUBJ	CATL	CLASS	SESS	CENSUS_DT	FTES_TOTL	FTES_INST	FTES_OUST	FTES_INTL
1153	L	3994	1	L1L	COSM	200	30422	DOE	Jun 15 2015	0	0	0	0
1153	L	3994	1	L2L	COSM	200	30423	DOE	Jun 15 2015	3.34	3.34	0	0
1153	L	7924	1	L2	COSM	245	30656	1	Jun 22 2015	1.65	1.58	0.07	0

- College productivity rate for the last three years.

CAMPUS	Laney
SUBJECT	COSM

	Term								
	2012 SUMMER	2012 FALL	2013 SPRING	2013 SUMMER	2013 FALL	2014 SPRING	2014 SUMMER	2014 FALL	2015 SPRING
Productivity	6.70	18.10	15.81	29.24	14.04	14.27	0.38	11.48	11.94

College productivity rate

CAMPUS	Laney

	Term								
	2012 SUMMER	2012 FALL	2013 SPRING	2013 SUMMER	2013 FALL	2014 SPRING	2014 SUMMER	2014 FALL	2015 SPRING
Productivity	16.76	17.63	17.41	16.40	16.53	16.48	15.05	15.40	15.41

- Productivity for comparable CTE departments for the last three years. N/A

- Degrees and certificates awarded, by discipline, department or program disaggregated by age, sex and ethnicity for the last three years.

CAMPUS_NAME	Laney College
ACADEMIC_YEAR	(Multiple Items)

Count of ACAD_PLAN	Ethnicity

	American Indian/Alaskan Native	Asian	Black/African-American	Filipino	Hispanic	Other Non-white	Pacific Islander	White Non Hispanic	Multiple	Unknown	Total
African-American Studies			4							1	5
Architectural & Engineering			1		2					2	5
ART		4	2	1	1					2	10
Asian/Asian-American Studies		5						1	1		7
Banking & Finance		21			2			4		3	30
Biology		47	30	10	6			20	7	5	125
Business	4	354	53	8	26	4		23	11	39	522
Carpentry		8	2	2					1		13
Computer Science		6	2		1			2			11
CONMT		10	9	3	12		2	5	5	3	49
Cosmetology		23	75	2	21	2		11	21	5	160
Culinary Arts		67	93	6	14			17	21	15	233
DANCE		1	1		1						3
Electrical Technology		13	9		12			11	8	1	54
Environmental Control Technolo		39	25	4	29		3	30	14	12	156
Ethnic Studies			1								1
Graphic Arts		9	2	2	1			4	4	1	23
Humanities		38	19	3	8	3		14	14	13	112
Journalism								1		1	2
Labor Studies			2					1	1	4	8
Language Arts		55	20	1	15	1	1	10	10	17	130
Learning Recources			2							2	4
Legal Community Interpreting										1	1
Liberal Arts		9	5	1	1			4			20
Machine Technology		14	6		9			24	15	3	71
Management and Supervision		4	27	4	5		1	7	6	10	64
Mathematics		27	5	2	4			7	2	4	51
MEDIA		4	13		4			2		5	28
Mexican/Latin American Studies					1						1
MUSIC		5	2					7	4	2	20

Natural Sciences		101	51	10	17	1		22	10	17	229
Photography		1			2						3
Political Science					1						1
Social Science	2	91	128	5	35	4	9	34	45	30	383
Theatre Arts		2	2					4		1	9
Transfer Studies		3	4					1	1		9
Welding		5	4		4			8	2	3	26
Wood Technology		3	1	1			1	14	3	3	26
Total	**6**	**969**	**600**	**65**	**234**	**15**	**17**	**288**	**206**	**205**	**2605**

- Total degrees and certificates awarded by the college, per year, for the last three years.

CAMPUS_NAME	Laney College

Count of ACAD_PLAN	Academic Year			
Program	2012-2013	2013-2014	2014-2015	Total
Cosmetology	**48**	**68**	**44**	**160**
Cosmetology (AS)	7	8	5	20
Cosmetology (CA)	41	60	39	140
Total	**48**	**68**	**44**	**160**

- Retention rates by course and discipline, department or program for the last three years.

TERM	CAMPUS	SUBJECT	RETAINED	CENSUS ENROLLMENT	RETENTION RATE
M15	Laney	COSM	101	119	84.9%

TERM	CAMPUS	SUBJECT	RETAINED	CENSUS ENROLLMENT	RETENTION RATE
S15	Laney	COSM	814	926	87.9%

TERM	CAMPUS	SUBJECT	RETAINED	CENSUS ENROLLMENT	RETENTION RATE

TERM	CAMPUS	SUBJECT	RETAINED	CENSUS ENROLLMENT	RETENTION RATE
F14	Laney	COSM	731	902	81.0%
TERM	CAMPUS	SUBJECT	RETAINED	CENSUS ENROLLMENT	RETENTION RATE
M14	Laney	COSM	85	105	81.0%
TERM	CAMPUS	SUBJECT	RETAINED	CENSUS ENROLLMENT	RETENTION RATE
S14	Laney	COSM	808	991	81.5%

- Overall college retention rate.

- Retention rates for comparable CTE departments for the last three years. N/A

- Course completion (student success) rates, by course and discipline, department or program for the last three years.

TERM	CAMPUS	SUBJECT	TOTAL GRADED	SUCCESS	SUCCESS RATE	WITHDRAW	WITHDRAW RATE
S14	Laney	COSM	991	766	77.3%	183	18.5%
TERM	CAMPUS	SUBJECT	TOTAL GRADED	SUCCESS	SUCCESS RATE	WITHDRAW	WITHDRAW RATE
F14	Laney	COSM	881	662	75.1%	150	17.0%
TERM	CAMPUS	SUBJECT	TOTAL GRADED	SUCCESS	SUCCESS RATE	WITHDRAW	WITHDRAW RATE
F13	Laney	COSM	1,101	845	76.7%	169	15.3%
TERM	CAMPUS	SUBJECT	TOTAL GRADED	SUCCESS	SUCCESS RATE	WITHDRAW	WITHDRAW RATE
S13	Laney	COSM	1,125	907	80.6%	180	16.0%
TERM	CAMPUS	SUBJECT	TOTAL GRADED	SUCCESS	SUCCESS RATE	WITHDRAW	WITHDRAW RATE
F12	Laney	COSM	1,012	771	76.2%	177	17.5%
TERM	CAMPUS	SUBJECT	TOTAL GRADED	SUCCESS	SUCCESS RATE	WITHDRAW	WITHDRAW RATE
S12	Laney	COSM	1,001	784	78.3%	129	12.9%

- College course completion rates for the last three years

- Faculty Demographics: Full-time/part-time, age, gender, ethnicity

California Community Colleges Chancellor's Office

Faculty & Staff Demographics Report

retrieved 8/27/2015 from http://datamart.cccco.edu/Faculty-Staff/Default.aspx

Full-time/Part-time

		Fall 2012	Fall 2012	Fall 2013	Fall 2013	Fall 2014	Fall 2014
		Employee Count	Employee Count (%)	Employee Count	Employee Count (%)	Employee Count	Employee Count (%)
Laney Total		402	42.32%	436	42.00%	425	39.65%
	Academic, Tenured/Tenure Track	105	26.12%	113	25.92%	125	29.41%
	Academic, Temporary	297	73.88%	323	74.08%	300	70.59%

Age

		Fall 2012	Fall 2012	Fall 2013	Fall 2013	Fall 2014	Fall 2014
		Employee Count	Employee Count (%)	Employee Count	Employee Count (%)	Employee Count	Employee Count (%)
Laney Total		402	42.32%	436	42.00%	425	39.65%
	18 to 34	43	10.70%	45	10.32%	47	11.06%
	35 to 39	33	8.21%	37	8.49%	30	7.06%
	40 to 44	43	10.70%	52	11.93%	48	11.29%
	45 to 49	39	9.70%	45	10.32%	38	8.94%
	50 to 54	44	10.95%	49	11.24%	55	12.94%
	55 to 59	55	13.68%	56	12.84%	52	12.24%
	60 to 64	69	17.16%	68	15.60%	62	14.59%
	65 to 69	45	11.19%	52	11.93%	54	12.71%
	70+	31	7.71%	32	7.34%	39	9.18%

Ethnicity

		Fall 2012	Fall 2012	Fall 2013	Fall 2013	Fall 2014	Fall 2014
		Employee Count	Employee Count (%)	Employee Count	Employee Count (%)	Employee Count	Employee Count (%)
Laney Total		402	42.32%	436	42.00%	425	39.65%
	African-American	77	19.15%	85	19.50%	81	19.06%
	American Indian/Alaskan Native	2	0.50%	2	0.46%	2	0.47%
	Asian	61	15.17%	57	13.07%	57	13.41%
	Hispanic	32	7.96%	35	8.03%	36	8.47%
	Multi-Ethnicity	2	0.50%	4	0.92%	5	1.18%
	Unknown	25	6.22%	30	6.88%	26	6.12%

White Non-Hispanic	203	50.50%	223	51.15%	218	51.29%

Gender		Fall 2012 Employee	Fall 2012 Employee	Fall 2013 Employee	Fall 2013 Employee	Fall 2014 Employee	Fall 2014 Employee
		Employee Count	Employee Count (%)	Employee Count	Employee Count (%)	Employee Count	Employee Count (%)
Laney Total		402	42.32%	436	42.00%	425	39.65%
	Male	179	44.53%	203	46.56%	191	44.94%
	Female	223	55.47%	233	53.44%	234	55.06%

- Labor Market Information and Trends:

  o Data by O*NET classification (from Career Zone California) on new and replacement job projections and wages

Wages & Employment Trends

Median wages (2014) $11.12 hourly, $23,120 annual

State wages Local Salary Info

Employment (2012) 611,000 employees

Projected growth (2012-2022) ▪▪▫▫ Average (8% to 14%)

Projected job openings (2012-2022) 220,600

TOP Code	Program-TOP Code	Program-TOP Code-Associated Occupations	SOC Code	MEDIAN WAGES 2014	PROJECTED JOB GROWTH 2012-2022	EMPLOYMENT 2012	PROJECTED JOB OPENINGS 2012-2022
300700	Cosmetology and Barbering-300700	Cosmetology and Barbering-300700					
300700	Cosmetology and Barbering-300700	Hairdressers, Hairstylists, and Cosmetologists	39-5012	$ 23,120	AVERAGE (8%-14%)	611,000	220,600
300700	Cosmetology and Barbering-300700	Makeup Artists, Theatrical and Performance	39-5091	$ 44,310	SLOWER THAN AVERAGE (3% TO 7%)	3,000	300
300700	Cosmetology and Barbering-300700	Manicurists and Pedicurists	39-5092	$ 19,620	FASTER THAN AVERAGE (15% TO 21%)	87,000	20,700
300700	Cosmetology and Barbering-300700	Skincare Specialists	39-5094	$ 29,050	MUCH FASTER THAN AVERAGE (22% OR HIGHER)	44,000	21,300

o   Data/Reports from Centers of Excellence (COE) on industry sectors
o   EMSI data or other sources of EDD data

17

A. The *Office of Instruction and/or the Curriculum Specialist* at the College will provide the following to each discipline, department or program.

- A list of active courses in the discipline, department or program and the date they were last updated/approved
- *A list of degrees and certificates*

_____

B. The *Office of Instruction and/or SLO Coordinators* at the College will provide the following to each discipline, department or program.

- A list of courses and programs that depicts the current status of assessments at the course and program levels.

_____

C. The *Office of Instruction* at the College will provide the following to each discipline, department or program.

- A copy of the PCCD Strategic Goals and Institutional Objectives for the current academic year.
- A copy of the College Goals and Objectives for the current academic year.

Definitions

Discipline: An individual area of study within a department/program.   Each discipline consists of all the courses in the Master Course file that make of the discipline. This is the baseline level of instruction and is linked to a Taxonomy of Programs (TOP) code. TOP is a classification system for academic programs in the California Community Colleges.

Department/Program: An organized sequence of courses, or series of interdisciplinary courses, leading to a defined objective, a degree, a certificate, a diploma, a license, or transfer to an institution of higher education (Title 5 Section 55000).

FTEF (Full Time Equivalent Faculty): Also known as load equivalency. A full-time instructor teaching 15 lecture hours per week for one semester = 1.0 FTEF. One lecture hour = 50 minute instructional period. One lab hour = .8 of one lecture hour equivalent. This is a semester, or term, measure.

FTES (Full Time Equivalent Student): This measure is used as the basis for computation of state support for California Community Colleges. For example, one student attending 15 hours a week for 35 weeks (one academic year) generates 1 FTES.

WSCH: Weekly Student Contact Hours. For a particular class, Weekly Contact Hours = number of class hours per week, and WSCH for the class = total number of weekly contact hours for all students in the class as of census date.

To compute the FTES generated by a 17.5 week semester class use the formula:

    FTES = WSCH x 17.5 / 525

For example, a class of 40 students meeting 3 hours per week generates 120 WSCH, and so

    FTES = 120 x 17.5 / 525 = 4.0

FTES/FTEF (Productivity): The ratio of full-time equivalent students to full-time equivalent instructors. This is a measure of class size and will differ across disciplines and types of classes. For lecture classes, Productivity = enrollment/2. For example, if there are 35 students in a lecture class, productivity = 35/2 = 17.5.

Retention: The percent of students earning any grade but "W" in a course or series of courses. To compute retention for a class, take class completion with grade other than "W" and divide by enrollment at census. Grade other than W = A, B, C, D, F, I, Pass, No Pass, In Progress, Report Delayed, No Grade

Student Success: Course completion rate with a grade "C" or better.

The CTE Program Review Report

1. **College: Laney**

   Discipline, Department or Program: Cosmetology

   Date: September 22, 2015

   Members of the Comprehensive Instructional Program Review Team: E. Kantorov, S. Thomas

   Members of the Validation Team:

   _____

2. **Narrative Description of the Discipline, Department or Program**:

   Please provide a mission statement or a brief general statement of the primary goals and
   objectives of the discipline, department or program. Include any unique characteristics,
   degrees and certificates the program or department currently offers, concerns or trends
   affecting the discipline, department or program, and a description of how the discipline, department or program aligns with the college mission
   statement.

   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 careers in the 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.

   _____

3. **Curriculum**:

   Please answer the following questions and/or insert your most recent curriculum review report (within the past 3 years) here.

   Attach the Curriculum Review Report or Answer these Questions:

   Curriculum Review Planning Checklist - Laney College

Name of the Discipline: Cosmetology
Date of Report: 10/27/15
List Faculty Involved in Developing this Report: E. Kantorov, S.Thomas
Please complete this evaluation before your presentation date with the curriculum committee. We ask that you use the checklist below to let us know where you are in your curriculum updating and your departmental methods for analyzing and evaluating the contents of course and degree/certificate offerings. Let us know what methods you use to maintain the integrity of academic standards and achieve consistency within the instructional program?

Also, please use CurricuNet to review all courses taught in your department and any certificates or degrees offered. Use the dates for the Active courses (red) to check the date of last up date.

CTE courses should be updated every two years, and courses in other disciplines every three years.

 (please use additional pages as necessary)

Current Courses

Course Number	Course Name	Date of most recent update	In current catalog?	In State inventory?	In PROMT?	Are course SLOs and evaluation methods in C-net?	Are the course SLO evaluation tools included in the COR assignment section?	Is this course part of a program?	NOTES: What will be done with this course, when and by whom?
200	Spec.proj	In progress	yes	yes	yes	yes	yes	yes	
210	Theory I	In progress	yes	yes	yes	yes	yes	yes	
210L	Lab I	In progress	yes	yes	yes	yes	yes	yes	
211	Mani/pedi I	In progress	yes	yes	yes	yes	yes	yes	
212	Hairstyling I	In progress	yes	yes	yes	yes	yes	yes	
213	Chem.serv. I	In progress	yes	yes	yes	yes	yes	yes	
214	Haircolor I	In progress	yes	yes	yes	yes	yes	yes	
215	Facial I	In	yes	yes	yes	yes	yes	yes	

Course Number	Course Name							
		progress						
220	Theory II		yes	yes	yes	yes	yes	yes
220L	Lab II		yes	yes	yes	yes	yes	yes
221	Mani/pedi II		yes	yes	yes	yes	yes	yes
222	Hairstyling II		yes	yes	yes	yes	yes	yes
223	Chem.serv. II		yes	yes	yes	yes	yes	yes
224	Haircolor II		yes	yes	yes	yes	yes	yes
225	Facial II	In progress	yes	yes	yes	yes	yes	yes
230	Theory III		yes	yes	yes	yes	yes	yes
230L	Lab III		yes	yes	yes	yes	yes	yes
231	Mani/pedi III		yes	yes	yes	yes	yes	yes
232	Hairstyling III		yes	yes	yes	yes	yes	yes
233	Chem.serv. III		yes	yes	yes	yes	yes	yes
234	Haircolor III		yes	yes	yes	yes	yes	yes
235	Facial III		yes	yes	yes	yes	yes	yes
210LE	Lab I even.		yes	yes	yes	yes	yes	yes
220LE	Lab II even		yes	yes	yes	yes	yes	yes
230LE	Lab III even	In progress	yes	yes	yes	yes	yes	yes
240LE	LAB IV EVEN	In progress	yes	yes	yes	yes	yes	yes
245	Introdaction to cosm.	In progress	yes	yes	yes	yes	yes	yes

Course Proposals in Progress

Course Number	Course Name	Originator	Type of Proposal (update, reactivation or deactivation)	Date Submitted	Current Status	Are course SLOs and evaluation methods in C-net?	Are the course SLO evaluation tools included in the COR assignment section?	Are proposed changes based on assessment findings?	Part of a program?	NOTES: What will be done with this proposal, when and by whom?

Active Programs

Name of Program	In State inventory?	In PROMT?	Are PLOs and evaluation methods in C-net?	Are all courses in the program current?	Can this program be completed more than 50% online?	NOTES: What will be done with this program, when and by whom?
Cosmetology	yes	yes	yes	yes	no	

Program Proposals in Process

Name of Program	Originator	Type of proposal (update, reactivation or deletion)	Date submitted	Current Status	Are PLOs and evaluation methods in C-net?	Are all courses in the program current?	Can this program be completed more than 50% online?	NOTES: What will be done with this program proposal, when and by whom?

- Have all of your course outlines of record been updated or deactivated in the past three years? If not, list the courses that still need updating and specify when your department will update each one, within the next three years.
- Cosmetology Department is in process of updating all courses of our program. 210-Theory I and 210L-Lab I, already is on the way to District CIPD, the other 11 courses are in a process to be approved by Laney College curriculum committee

What are the discipline, department or program of study plans for curriculum improvement (i.e., courses or programs to be developed, enhanced, or deactivated)?
- Curriculum will be revised to develop new courses needed to ensure our students are receiving current information. Courses that are currently not being offered such as Spa services, Small business management, business skills, entrepreneurship maybe added. **Curriculum will reflect the updated courses with emphasis on instructions in current industry trends.**
- **Outdated curriculum/ learning objectives will be deleted from courses.**
- **Curriculum revision to be completed by Fall 2016.**

- Please list your degrees and/or certificates. Can any of these degrees and/or certificates be completed through Distance Education (50% or more of the course online)? Which degree or certificate?

- **Cosmetology program offers Certificate in cosmetology. An Associate degree can be earned upon completing additional General Education units.**

CAMPUS	Laney
SUBJECT	COSM
CATALOG_NBR	(All)

Success	**Term**								
Course	**2012 Summer**	**2012 Fall**	**2013 Spring**	**2013 Summer**	**2013 Fall**	**2014 Spring**	**2014 Summer**	**2014 Fall**	**2015 Spring**
COSM 200 - SPECIAL PROJECTS LAB	77.66%	64.71%	85.42%	90.22%	68.63%	83.67%	78.82%	67.44%	80.39%
COSM 210 - COSMETOLOGY THEORY I	NA	75.86%	65.63%	NA	67.80%	62.75%	NA	81.48%	70.21%
COSM 210L - COSMETOLOGY LAB I	NA	81.82%	88.00%	NA	70.00%	80.00%	NA	86.36%	76.00%
COSM 210LE - COSMETOLOGY LAB I	NA	71.43%	64.86%	NA	68.57%	57.69%	NA	77.78%	80.00%
COSM 211 - MANICURE/PEDICURE 1	NA	76.79%	74.58%	NA	72.22%	68.00%	NA	81.63%	71.11%
COSM 212 - CHEM SERV/HAIRCUT I	NA	77.59%	70.77%	NA	76.36%	68.00%	NA	81.63%	70.21%
COSM 213 - HAIRSTYLE/HAIRCUT I	NA	65.67%	72.58%	NA	63.64%	66.67%	NA	87.76%	84.21%
COSM 214 - HAIRCOLOR/HAIRCUT I	NA	66.15%	71.21%	NA	74.58%	66.67%	NA	83.33%	68.09%
COSM 215 - FACIALS I	NA	75.44%	75.41%	NA	72.73%	69.39%	NA	79.17%	77.27%
COSM 220 - COSM THEORY II	NA	82.50%	82.22%	NA	82.61%	94.74%	NA	76.47%	90.24%
COSM 220L - COSMETOLOGY LAB II	NA	82.35%	94.74%	NA	88.00%	93.75%	NA	90.91%	90.48%
COSM 220LE - COSMETOLOGY LAB II	NA	65.22%	79.17%	NA	86.96%	86.96%	NA	75.00%	84.21%
COSM 221 - MANICURE/PEDICURE II	NA	85.00%	86.36%	NA	86.36%	94.87%	NA	85.29%	86.05%
COSM 222 - CHEM SERV/HAIRCUT II	NA	89.74%	86.05%	NA	78.72%	76.74%	NA	81.82%	82.22%
COSM 223 - HAIRSTYLE/HAIRCUT II	NA	90.00%	93.02%	NA	78.26%	83.33%	NA	81.82%	86.36%
COSM 224 - HAIRCOLOR/HAIRCUT II	NA	89.74%	86.36%	NA	78.72%	89.74%	NA	75.76%	88.10%
COSM 225 - FACIALS II	NA	87.80%	84.09%	NA	82.22%	94.74%	NA	82.86%	88.37%
COSM 230 - COSM THEORY III	NA	70.27%	86.67%	NA	85.00%	87.50%	NA	59.38%	84.38%
COSM 230L - COSM LAB III	NA	69.23%	90.00%	NA	86.36%	88.00%	NA	73.33%	83.33%
COSM 230LE - COSM LAB III	NA	63.64%	91.67%	NA	78.95%	71.43%	NA	58.82%	92.31%

COSM 231 - MANICURE/PEDICUR III	NA	70.27%	90.48%	NA	89.47%	87.18%	NA	63.64%	87.10%
COSM 232 - CHEM SRV/HAIRCUT III	NA	72.22%	86.67%	NA	83.33%	83.78%	NA	66.67%	86.67%
COSM 233 - HAIRSTYL/HAIRCUT III	NA	77.14%	85.71%	NA	83.33%	86.49%	NA	68.75%	83.87%
COSM 234 - HAIRCOLR/HAIRCUT III	NA	75.68%	88.89%	NA	90.24%	86.49%	NA	67.74%	86.67%
COSM 235 - FACIALS III	NA	75.68%	82.22%	NA	82.50%	82.05%	NA	68.75%	87.10%
COSM 240LE - COSM LAB IV	NA	43.75%	77.27%	NA	73.68%	65.22%	NA	72.73%	75.00%
COSM 245 - INTRO TO COSMETOLOGY	48.48%	92.31%	NA	69.23%	73.33%	60.00%	70.00%	45.00%	80.00%
Grand Total	**70.08%**	**76.19%**	**80.77%**	**87.62%**	**77.95%**	**78.71%**	**77.89%**	**76.16%**	**81.58%**

4. Assessment:

Laney's Program Review Resources & Information webpage (http://www.laney.edu/wp/instruction/program-review/) has several files you will need to complete this section. Please look at the files available and follow the instructions below. If you have questions, contact the Laney Assessment Coordinators, Heather Sisneros and Rebecca Bailey (hsisneros@peralta.edu, rbailey@peralta.edu).
Please answer the following questions and attach the TaskStream "At a Glance" report for your discipline, department, or program for the past three years Please review the "At a Glance" reports and answer the following questions.

Questions:

- How does your discipline, department or program ensure that students are aware of the learning outcomes of the courses and instructional programs in which they are enrolled? Where are your discipline, department or program course and program SLOs published? (For example: syllabi, catalog, department website, etc. If they are on a website, please include a live link to the page where they can be found)
- Students are given copies of syllabi for every class. Within the syllabi, learning outcomes are clearly stated. Instructors also provide students with a class schedule, which details the learning outcomes to be covered each day. Course and program outcomes are listed in the college catalog and program brochures.

- Insert evidence of the approval status for all SLOs for every course offered in your department. Note that if the course has been updated through CurricUNET in 2007 or later, SLOs have been approved. Course approval dates can be found in the CurricUNET Report August

2015 file. Use the toggles at the column headings to choose your cluster or department, select the boxes for your area, and copy/paste below. The second tab shows the key to cluster abbreviations.

<

Department	Number	Course Name	Approval Date
COSM	200	Special Projects Laboratory	9/3/2010
COSM	201	Manicurist Theory	1/1/1998
COSM	201L	Manicurist Laboratory	1/1/1998
COSM	210	Cosmetology Theory I	1/1/2002
COSM	210L	Cosmetology Laboratory I	1/1/2002
COSM	210LE	Cosmetology Laboratory I	1/1/1998
COSM	211	Manicuring and Pedicuring I	1/1/2003
COSM	212	Chemical Services/Haircutting I	1/1/2002
COSM	213	Hairstyling Services/Haircutting I	1/1/2002
COSM	214	Haircolor Services/Haircutting I	1/1/2003
COSM	215	Facials I	1/1/2002
COSM	220	Cosmetology Theory II	1/1/2003
COSM	220L	Cosmetology Laboratory II	1/1/2003
COSM	220LE	Cosmetology Laboratory II	1/1/1999
COSM	221	Manicuring and Pedicuring II	
COSM	222	Chemical Services/Haircutting II	1/1/2003
COSM	223	Hairstyling Services/Haircutting II	1/1/2003
COSM	224	Haircolor Services/Haircutting II	1/1/2003
COSM	225	Facials II	1/1/2003
COSM	230	Cosmetology Theory III	1/1/2003
COSM	230L	Cosmetology Laboratory III	1/1/2003
COSM	230LE	Cosmetology Laboratory III	1/1/1999
COSM	231	Manicuring and Pedicuring III	1/1/2003
COSM	232	Chemical Services/Haircutting III	1/1/2003
COSM	233	Hairstyling Services/Haircutting III	1/1/2003
COSM	234	Haircolor Services/Haircutting III	1/1/2002
COSM	235	Facials III	1/1/2002
COSM	240LE	Cosmetology Laboratory IV	1/1/1999
COSM	245	Introduction to Cosmetology	4/22/2008

To answer the following questions, please review either your "At-a -Glance" report generated from TaskStream, or your Laney Assessment Spreadsheet. Answer the questions below, and attach the report (save it with your area's information and include it when you turn in your Program Review).

- Briefly describe at least three of the **most significant changes/improvements** your discipline, department or program made in the past three years as a response to course and program assessment results. Please state the course number or program name and year of assessment for each example. Attach as evidence your Laney Assessment Spreadsheet or TaskStream "Status Report" for the courses in your examples.

Organizational Area(s) within Cosmetology aligned with Institutional Learning Outcomes 2012 (Laney College)
Goal Set: Institutional Learning Outcomes 2012

Organizational Area	Institutional Learning Outcomes				
	Communication **Students will effectively express and exchange ideas through various modes of communication.**	**Critical Thinking and Problem Solving** **Students will be able to think critically and solve problems by identifying relevant information, evaluating alternatives, synthesizing findings and implementing effective solutions.**	**Career Technical Skills** **Students will demonstrate technical skills in keeping with the demands of their field of study.**	**Global Awareness, Ethics and Civic Responsibility** **Students will be prepared to practice community engagement that addresses one or more of the following: environmental responsibility, social justice and cultural diversity.**	**Personal and Professional Development** **Students will develop their knowledge, skills and abilities for personal and/or professional growth, health and well being.**
Cosmetology					
Cosmetology 200					
Cosmetology 210			Mapped/Assessment Measure Added		
Cosmetology 210L			Mapped/Assessment Measure Added		
Cosmetology 210LE					
Cosmetology 211			Mapped/Assessment Measure Added		

Cosmetology 212		Mapped/Assessment Measure Added	Mapped/Assessment Measure Added		Mapped/Assessment Measure Added
Cosmetology 213			Mapped		
Cosmetology 214		Mapped/Assessment Measure Added	Mapped/Assessment Measure Added		Mapped/Assessment Measure Added
Cosmetology 215			Mapped/Assessment Measure Added		
Cosmetology 220					
Cosmetology 220L	Mapped		Mapped/Assessment Measure Added		Mapped/Assessment Measure Added
Cosmetology 220LE					
Cosmetology 221	Mapped/Assessment Measure Added	Mapped	Mapped/Assessment Measure Added		Mapped
Cosmetology 222					
Cosmetology 223					
Cosmetology 224		Mapped/Assessment Measure Added	Mapped/Assessment Measure Added		Mapped/Assessment Measure Added
Cosmetology 225			Mapped/Assessment Measure Added		
Cosmetology 230					
Cosmetology 230L					
Cosmetology 230LE					
Cosmetology 231					
Cosmetology 232					
Cosmetology 2320LE					
Cosmetology 233					
Cosmetology 234					

Cosmetology 235					
Cosmetology 240LE					
Cosmetology 245					
Cosmetology AA	Mapped/Assessment Measure Added	Mapped	Mapped/Assessment Measure Added	Mapped/Assessment Measure Added	Mapped/Assessment Measure Added
Cosmetology CA	Mapped	Mapped	Mapped	Mapped	Mapped
Summary:	**4 Mapped/2 Measures Added**	**6 Mapped/3 Measures Added**	**13 Mapped/11 Measures Added**	**2 Mapped/1 Measures Added**	**7 Mapped/5 Measures Added**

Improvement 1. . # 232 Chemical services 2014-2015
Students were given a practical exam where they demonstrated how to give a non-traditional permanent wave wrap. Although 90 % of the students were able to complete the assessment, in the future students would be given the opportunity to practice more nontraditional perm wraps with various types of perm solutions. In Spring of 2015 students were given more opportunity to practice perm wraps .The additional practice helped improve student mastery of the techniques and knowledge of chemical products.

Improvement 2. #223 hairstyling /haircutting   2014-2015
To improve student learning, future plans include: providing more opportunities for students to practice haircutting services on clients, review procedures, standards and provide rubrics prior to assessment day and identifying students who require additional assistance.

- Briefly describe three of the **most significant examples** of your discipline, department or program plans for course and /or program level improvement for the next three years as result of what you learned during the assessment process. Please state the course number or program name and attach the relevant data from your Laney Assessment Spreadsheet or the TaskStream report "Assessment Findings and Action Plan" section for each example.

Plan 1.

- Our department has not discussed as a group how to improve courses or the program based on findings from assessments. Gaining full participation from instructors in documenting plans and findings into taskstream has been our focus.

- Describe how assessment results for Distance Education <u>courses</u> and/or <u>programs</u> compare to the results for the corresponding face-to-face classes.
  N/A

- Describe assessment results for courses with multiple sections. Are there similar results in each section?
  Assessment results for our courses with multiple sections have been informally discussed. We have found that the results are similar in each section. Our learning outcomes are based on preparing students to take the California Cosmetologist exam. All instructors use the Milady Cosmetology course management guide for procedures and techniques to help students meet the desired outcomes.

  We have been unsuccessful when trying to enter results from multiple sections into taskstream. The most frustrating problem with taskstream is that instructors assigned to courses with multiple sections were not always allowed to access their course on taskstream to enter plans or results. We believe that if would be better to assign an additional number or letter to courses with multiple sections for the purpose of allowing instructor s to enter their own plans and results.

- Describe your discipline, department or program participation in assessment of <u>institutional level</u> outcomes (ILOs).
- At this time, our goal is to gain full participation from all instructors in documenting the course SLO assessment cycle. As we gain full participation we also expect that instructors will start to understand how course and program goals must link to institutional goals. Our goal is have all SLO's mapped to ILO's by the end of the Spring 2016 semester.

- How are your course and/or program level outcomes aligned with the institutional level outcomes? Please describe and attach either your Laney Assessment Spreadsheet or "Goal Alignment Summary" report from TaskStream.

- Currently three courses, 214 haircolor, 212 chemical services and 221 nail care are mapped and aligned with institutional outcomes. Assessments for these courses relate to three ILO's, Critical thinking, Career Technical skills and Personal and Professional development

5. Instruction:

- Describe effective and innovative strategies used by faculty to involve students in the learning process.
  - New products and equipment are introduced to the students on a regular basis
  - Manufacturers Educators visit Laney regularly to demonstrate the proper use of products and equipment.
  - Students are assigned special projects that involve using technology and internet resources.
  - Ongoing Partnerships with Photography and Fashion programs to collaborate on projects
  - Students are required to design and execute a service project that will benefit the local community.

- How has new technology been used by the discipline, department or program to improve student learning?
- Internet resources are used daily in the classroom. Instructors and students use social media, websites and search engines to discover or verify new information. Digital media, webinars and instructional web sites are frequently used.

- How does the discipline, department, or program maintain the integrity and consistency of academic standards with all methods of delivery, including face to face, hybrid, and Distance Education courses?

- **To ensure consistency and integrity of academic standards and delivery of lessons, faculty follow curriculum set by:**
  a. **California Cosmetology and Barbering State board**
  b. **College course outline**
  c. **Milady Standard Cosmetology Course Management guide**

    - **Other methods used to ensure consistency and integrity of delivery is:**
  a. **Syllabus**
  b. **Creating a schedule of lessons developed with the syllabus**
  c. **Department meetings and discussions related to students comprehension**
  d. **Assess student progress and revise method of instruction as needed**

- How do you ensure that Distance Education classes have the same level of rigor as the corresponding face-to-face classes?
  N/A

- Briefly discuss the enrollment trends of your discipline, department or program. Include the following:
  - Overall enrollment trends in the past three years

CAMPUS	Laney
SUBJECT	COSM
CATALOG_NBR	(All)
TIME_OF_DAY	(All)

CENSUS_TOTAL	Term								
	2012	2012	2013	2013	2013	2014	2014	2014	2015
Course	Summer	Fall	Spring	Summer	Fall	Spring	Summer	Fall	Spring
COSM 200 - SPECIAL PROJECTS LAB	108	32	48	99	59	49	95	58	51
COSM 210 - COSMETOLOGY THEORY I		59	66		59	51		54	47
COSM 210L - COSMETOLOGY LAB I		23	25		20	25		22	25
COSM 210LE - COSMETOLOGY LAB I		36	37		35	26		27	20
COSM 211 - MANICURE/PEDICURE 1		57	59		54	50		50	46
COSM 212 - CHEM SERV/HAIRCUT I		59	65		55	50		50	47
COSM 213 - HAIRSTYLE/HAIRCUT I		69	64		55	51		50	57
COSM 214 - HAIRCOLOR/HAIRCUT I		67	67		59	51		49	48
COSM 215 - FACIALS I		57	61		55	49		49	44
COSM 220 - COSM THEORY II		40	45		46	38		34	41
COSM 220L - COSMETOLOGY LAB II		17	19		25	16		22	21
COSM 220LE - COSMETOLOGY LAB II		23	24		23	23		12	19
COSM 221 - MANICURE/PEDICURE II		40	44		44	39		34	43
COSM 222 - CHEM SERV/HAIRCUT II		39	43		47	43		33	45
COSM 223 - HAIRSTYLE/HAIRCUT II		40	43		46	42		33	44
COSM 224 - HAIRCOLOR/HAIRCUT II		39	44		47	39		33	42
COSM 225 - FACIALS II		41	44		45	38		35	43
COSM 230 - COSM THEORY III		37	45		40	40		32	32
COSM 230L - COSM LAB III		26	20		22	25		15	18
COSM 230LE - COSM LAB III		11	24		19	14		17	13
COSM 231 - MANICURE/PEDICUR III		37	42		38	39		33	31
COSM 232 - CHEM SRV/HAIRCUT III		36	45		42	37		33	30
COSM 233 - HAIRSTYL/HAIRCUT III		35	43		42	37		32	31
COSM 234 - HAIRCOLR/HAIRCUT III		37	45		41	37		31	30
COSM 235 - FACIALS III		37	45		40	39		32	31
COSM 240LE - COSM LAB IV		16	22		19	23		11	16

Course									
COSM 245 - INTRO TO COSMETOLOGY	34	26		13	15	20	10	20	10
Grand Total	**142**	**1036**	**1129**	**112**	**1092**	**991**	**105**	**901**	**925**

- **Our enrollment trends for the last 3 years are consistent. Due to limitations in size of facility we are only able to enroll a limited number of students.**
- **. Laney is one of the few community colleges that offer cosmetology.** The tuition for profit cosmetology schools in our local area can cost 35,000 and do not accept financial aid. Students want to attend Laney College for the support services offered by the college and the opportunity to earn a certificate of completion and Associates degree.

- Enrollment data for individual courses, by time of day, fall, spring and summer sessions, for the last three years.

CAMPUS	Laney
SUBJECT	COSM
CATALOG_NBR	(All)
TIME_OF_DAY	(All)

CENSUS_TOTAL	Term								
	2012	2012	2013	2013	2013	2014	2014	2014	2015
Course	Summer	Fall	Spring	Summer	Fall	Spring	Summer	Fall	Spring
COSM 200 - SPECIAL PROJECTS LAB	108	32	48	99	59	49	95	58	51
COSM 210 - COSMETOLOGY THEORY I		59	66		59	51		54	47
COSM 210L - COSMETOLOGY LAB I		23	25		20	25		22	25
COSM 210LE - COSMETOLOGY LAB I		36	37		35	26		27	20
COSM 211 - MANICURE/PEDICURE 1		57	59		54	50		50	46
COSM 212 - CHEM SERV/HAIRCUT I		59	65		55	50		50	47
COSM 213 - HAIRSTYLE/HAIRCUT I		69	64		55	51		50	57
COSM 214 - HAIRCOLOR/HAIRCUT I		67	67		59	51		49	48
COSM 215 - FACIALS I		57	61		55	49		49	44
COSM 220 - COSM THEORY II		40	45		46	38		34	41
COSM 220L - COSMETOLOGY LAB II		17	19		25	16		22	21
COSM 220LE - COSMETOLOGY LAB II		23	24		23	23		12	19
COSM 221 - MANICURE/PEDICURE II		40	44		44	39		34	43

Course									
COSM 222 - CHEM SERV/HAIRCUT II		39	43		47	43		33	45
COSM 223 - HAIRSTYLE/HAIRCUT II		40	43		46	42		33	44
COSM 224 - HAIRCOLOR/HAIRCUT II		39	44		47	39		33	42
COSM 225 - FACIALS II		41	44		45	38		35	43
COSM 230 - COSM THEORY III		37	45		40	40		32	32
COSM 230L - COSM LAB III		26	20		22	25		15	18
COSM 230LE - COSM LAB III		11	24		19	14		17	13
COSM 231 - MANICURE/PEDICUR III		37	42		38	39		33	31
COSM 232 - CHEM SRV/HAIRCUT III		36	45		42	37		33	30
COSM 233 - HAIRSTYL/HAIRCUT III		35	43		42	37		32	31
COSM 234 - HAIRCOLR/HAIRCUT III		37	45		41	37		31	30
COSM 235 - FACIALS III		37	45		40	39		32	31
COSM 240LE - COSM LAB IV		16	22		19	23		11	16
COSM 245 - INTRO TO COSMETOLOGY	34	26		13	15	20	10	20	10
Grand Total	**142**	**1036**	**1129**	**112**	**1092**	**991**	**105**	**901**	**925**

o An explanation of student demand (or lack thereof) for specific courses.

o Productivity for the discipline, department, or program compared to the college

productivity rate.

CAMPUS	Laney
SUBJECT	COSM

	Term								
	2012 SUMMER	2012 FALL	2013 SPRING	2013 SUMMER	2013 FALL	2014 SPRING	2014 SUMMER	2014 FALL	2015 SPRING
Productivity	6.70	18.10	15.81	29.24	14.04	14.27	0.38	11.48	11.94

College productivity rate _____

CAMPUS	Laney

	Term								
	2012 SUMMER	**2012 FALL**	**2013 SPRING**	**2013 SUMMER**	**2013 FALL**	**2014 SPRING**	**2014 SUMMER**	**2014 FALL**	**2015 SPRING**
Productivity	16.76	17.63	17.41	16.40	16.53	16.48	15.05	15.40	15.41

o Salient factors, if known, affecting the enrollment and productivity trends you mention above.

- Are courses scheduled in a manner that meets student needs and demands? How do you know?

Class times do meet the needs of the student. Many of our students work full time during the day and can only attend class at night. Student who attend the day class are employed at night

- Recommendations and priorities.
  1. Hire Two full time instructors to separate advanced concurrent classes for the day and night program
  2. Expand the facility, so we can accept more cosmetology students and offer another two programs – Manicuring and Esthetician
  3. Install 2 projectors in both classrooms (Freshman and Seniors)
  4. Subscribe to an established Cosmetology curriculum program such as Pivot point or Redken to enhance instruction.
  5. Purchase 'Online licensing exam preparation' software for student use.
  6. On site computer lab.
  7. On site library with materials related to cosmetology industry.
  8. Increase Instructional supply budget

6. Student Success:

- Describe course completion rates *(% of students that earned a grade "C" or better or "Credit")* in the discipline, department, or program for the past three years. Please list each course separately. How do the discipline, department, or program course completion rates compare to the college course completion standard?

College course completion standard _____

CAMPUS	Laney

	Term								
	2012 Summer	2012 Fall	2013 Spring	2013 Summer	2013 Fall	2014 Spring	2014 Summer	2014 Fall	2015 Spring
Success%	74.07%	68.72%	66.34%	73.40%	66.34%	67.98%	72.79%	68.95%	69.11%

Please insert the data chart here or complete the section below.

CAMPUS	Laney
SUBJECT	COSM

	Term								
	2012 Summer	2012 Fall	2013 Spring	2013 Summer	2013 Fall	2014 Spring	2014 Summer	2014 Fall	2015 Spring
Success%	70.08%	76.19%	80.77%	87.62%	77.95%	78.71%	77.89%	76.16%	81.58%

Department/discipline course completion rates:

CAMPUS	Laney
SUBJECT	COSM
CATALOG_NBR	(All)

Success	Term

Course	2012 Summer	2012 Fall	2013 Spring	2013 Summer	2013 Fall	2014 Spring	2014 Summer	2014 Fall	2015 Spring
COSM 200 - SPECIAL PROJECTS LAB	77.66%	64.71%	85.42%	90.22%	68.63%	83.67%	78.82%	67.44%	80.39%
COSM 210 - COSMETOLOGY THEORY I	NA	75.86%	65.63%	NA	67.80%	62.75%	NA	81.48%	70.21%
COSM 210L - COSMETOLOGY LAB I	NA	81.82%	88.00%	NA	70.00%	80.00%	NA	86.36%	76.00%
COSM 210LE - COSMETOLOGY LAB I	NA	71.43%	64.86%	NA	68.57%	57.69%	NA	77.78%	80.00%
COSM 211 - MANICURE/PEDICURE 1	NA	76.79%	74.58%	NA	72.22%	68.00%	NA	81.63%	71.11%
COSM 212 - CHEM SERV/HAIRCUT I	NA	77.59%	70.77%	NA	76.36%	68.00%	NA	81.63%	70.21%
COSM 213 - HAIRSTYLE/HAIRCUT I	NA	65.67%	72.58%	NA	63.64%	66.67%	NA	87.76%	84.21%
COSM 214 - HAIRCOLOR/HAIRCUT I	NA	66.15%	71.21%	NA	74.58%	66.67%	NA	83.33%	68.09%
COSM 215 - FACIALS I	NA	75.44%	75.41%	NA	72.73%	69.39%	NA	79.17%	77.27%
COSM 220 - COSM THEORY II	NA	82.50%	82.22%	NA	82.61%	94.74%	NA	76.47%	90.24%
COSM 220L - COSMETOLOGY LAB II	NA	82.35%	94.74%	NA	88.00%	93.75%	NA	90.91%	90.48%
COSM 220LE - COSMETOLOGY LAB II	NA	65.22%	79.17%	NA	86.96%	86.96%	NA	75.00%	84.21%
COSM 221 - MANICURE/PEDICURE II	NA	85.00%	86.36%	NA	86.36%	94.87%	NA	85.29%	86.05%
COSM 222 - CHEM SERV/HAIRCUT II	NA	89.74%	86.05%	NA	78.72%	76.74%	NA	81.82%	82.22%
COSM 223 - HAIRSTYLE/HAIRCUT II	NA	90.00%	93.02%	NA	78.26%	83.33%	NA	81.82%	86.36%
COSM 224 - HAIRCOLOR/HAIRCUT II	NA	89.74%	86.36%	NA	78.72%	89.74%	NA	75.76%	88.10%
COSM 225 - FACIALS II	NA	87.80%	84.09%	NA	82.22%	94.74%	NA	82.86%	88.37%
COSM 230 - COSM THEORY III	NA	70.27%	86.67%	NA	85.00%	87.50%	NA	59.38%	84.38%
COSM 230L - COSM LAB III	NA	69.23%	90.00%	NA	86.36%	88.00%	NA	73.33%	83.33%
COSM 230LE - COSM LAB III	NA	63.64%	91.67%	NA	78.95%	71.43%	NA	58.82%	92.31%
COSM 231 - MANICURE/PEDICUR III	NA	70.27%	90.48%	NA	89.47%	87.18%	NA	63.64%	87.10%
COSM 232 - CHEM SRV/HAIRCUT III	NA	72.22%	86.67%	NA	83.33%	83.78%	NA	66.67%	86.67%
COSM 233 - HAIRSTYL/HAIRCUT III	NA	77.14%	85.71%	NA	83.33%	86.49%	NA	68.75%	83.87%
COSM 234 - HAIRCOLR/HAIRCUT III	NA	75.68%	88.89%	NA	90.24%	86.49%	NA	67.74%	86.67%
COSM 235 - FACIALS III	NA	75.68%	82.22%	NA	82.50%	82.05%	NA	68.75%	87.10%
COSM 240LE - COSM LAB IV	NA	43.75%	77.27%	NA	73.68%	65.22%	NA	72.73%	75.00%
COSM 245 - INTRO TO COSMETOLOGY	48.48%	92.31%	NA	69.23%	73.33%	60.00%	70.00%	45.00%	80.00%
Grand Total	**70.08%**	**76.19%**	**80.77%**	**87.62%**	**77.95%**	**78.71%**	**77.89%**	**76.16%**	**81.58%**

- Describe course completion rates in the department **for Distance Education** courses (100% online) for the past three years. Please list each course separately. How do the department's Distance Education course completion rates compare to the college course completion standard? N/A

  College course completion standard _____n/a_____

  Please insert the data chart here or complete the section below.

  Department/discipline Distance Education (100% online) course completion rates: **N/A**
  Course 1._____   _____
          (course name and number)   rate
  Course 2. ._____   _____
          (course name and number)   rate
  Course 3. ._____   _____
          (course name and number)   rate
  Course 4. ._____   _____
          (course name and number)   rate
  ETC.
  Discussion:

- Describe course completion rates in the department **for Hybrid** courses (less than 100% online) for the past three years. Please list each course separately. How do the department's Hybrid course completion rates compare to the college course completion standard? N/A
  College course completion standard _____N/A_____
  Please insert the data chart here or complete the section below.
       N/A
  Department/discipline Hybrid course completion rates**: N/A Cosmetology program does not have Hybrid courses**
  Course 1._____   _____
          (course name and number)   rate
  Course 2. ._____   _____
          (course name and number)   rate
  Course 3. ._____   _____
          (course name and number)   rate
  Course 4. ._____   _____
          (course name and number)   rate
  ETC.
  Discussion:

- Are there differences in course completion rates between face to face and Distance Education/hybrid courses? If so, how does the discipline, department or program deal with this situation?

  N/A
- How do you assess the overall effectiveness of Distance Education course?**N/A**

- Describe the discipline, department, or program retention rates *(After the first census, the percent of students earning any grade but a "W" in a course or series of courses). for the past three years. How does the discipline, department, or program retention rate compare to the college retention standard?

Campus	Laney College
Academic Year	(All)

Education Level	Education Level									
	Current enrl in Adult School	Foreign Secondary School Grad	Not a grad of HS/not enr in HS	Passed GED or HS Cert of Equiv	Rcvd Cert of CA HS Proficiency	Receivd Bachelor Deg or higher	Received Associate Degree	Received HS Diploma	Spec Admit enrolled in K-12	Unknown / unreported	Grand Total
COSM											
Headcount	108	44	36	73	29	36	22	450	50	39	887
Row %	12%	5%	4%	8%	3%	4%	2%	51%	6%	4%	100%
Total Headcount	**108**	**44**	**36**	**73**	**29**	**36**	**22**	**450**	**50**	**39**	**887**
Total Row %	**12%**	**5%**	**4%**	**8%**	**3%**	**4%**	**2%**	**51%**	**6%**	**4%**	**100%**

College retention standard _____

Retention rate by college

Only credit courses (CB(04) is in C or D).
Headcount is unduplicated, student is counted only once by college.
Census enrollment, course completion and retention are duplicated by class enrollment.
Census Enrollment = Dropped after census or didn't drop
Course completion (received credit): Grade of A, B, C, D or PS
Completion Rate = Course Completion / Census Enrollment
Retained = A, B, C, D, F, IP, I, RD, PS, NP
Retention Rate = Retained / Census Enrollment

Term Descr Long	Campus Descr Short	Headcount	Census Enrollment	Course completion	Completion Rate	Retained	Retention Rate
	Alameda	6817	13641	9291	68%	10732	78.70%
	Berkeley	6333	13996	8987	64%	10334	73.80%
	Laney	13523	30958	20307	66%	23433	75.70%
2008 Fall	Merritt	7445	15296	9890	65%	11641	76.10%
District Total		**34118**	**73891**	**48475**	**66%**	**56140**	**76.00%**
	Alameda	6841	13240	8703	66%	10046	75.90%
	Berkeley	6867	14892	9568	64%	10953	73.50%
	Laney	14613	34401	22409	65%	25708	74.70%
2009 Spring	Merritt	7529	14977	9784	65%	11621	77.60%
District Total		**35850**	**77510**	**50464**	**65%**	**58328**	**75.30%**
	Alameda	7809	15941	10269	64%	11766	73.80%
	Berkeley	7548	16278	10441	64%	12245	75.20%
	Laney	15055	35836	22546	63%	26092	72.80%
2009 Fall	Merritt	8254	17038	10810	63%	13194	77.40%
District Total		**38666**	**85093**	**54066**	**64%**	**63297**	**74.40%**
	Alameda	7277	14316	9333	65%	10722	74.90%
	Berkeley	7768	16432	10607	65%	12242	74.50%
	Laney	15057	34439	22066	64%	25540	74.20%
2010 Spring	Merritt	8384	16788	11004	66%	13114	78.10%
District Total		**38486**	**81975**	**53010**	**65%**	**61618**	**75.20%**
	Alameda	7084	14075	9280	66%	10743	76.30%
	Berkeley	7380	15610	10441	67%	11864	76.00%
	Laney	13944	31910	21345	67%	24323	76.20%
2010 Fall	Merritt	7626	15435	10171	66%	12055	78.10%
District Total		**36034**	**77030**	**51237**	**67%**	**58985**	**76.60%**
	Alameda	7113	13864	9613	69%	10933	78.90%
	Berkeley	7539	15830	10645	67%	12321	77.80%
2011 Spring	Laney	13633	30873	21277	69%	24425	79.10%

	Merritt	7068	14038	9540	68%	11222	79.90%
District Total		**35353**	**74605**	**51075**	**68%**	**58901**	**79.00%**
	Alameda	6780	13236	9037	68%	10336	78.10%
	Berkeley	6902	14840	9823	66%	11178	75.30%
	Laney	13515	30928	20669	67%	23706	76.60%
2011 Fall	Merritt	6825	14010	9157	65%	11080	79.10%
District Total		**34022**	**73014**	**48686**	**67%**	**56300**	**77.10%**
	Alameda	6488	12418	8389	68%	9534	76.80%
	Berkeley	6967	14872	9923	67%	11163	75.10%
	Laney	12431	28037	19335	69%	21781	77.70%
2012 Spring	Merritt	6937	13840	9246	67%	10656	77.00%
District Total		**32823**	**69167**	**46893**	**68%**	**53134**	**76.80%**
	Alameda	6154	11521	8154	71%	9345	81.10%
	Berkeley	6321	14337	9257	65%	10658	74.30%
	Laney	12583	28069	19595	70%	22558	80.40%
2012 Fall	Merritt	6914	14066	9616	68%	11257	80.00%
District Total		**31972**	**67993**	**46622**	**69%**	**53818**	**79.20%**
	Alameda	7201	13638	9578	70%	10811	79.30%
	Berkeley	7309	15803	10506	66%	11778	74.50%
	Laney	12918	28917	19845	69%	22456	77.70%
2013 Spring	Merritt	6741	13617	9325	68%	10709	78.60%
District Total		**34169**	**71975**	**49254**	**68%**	**55754**	**77.50%**

Discipline, department, or program retention rates

Retention by college by course (for program review)

Only credit courses (CB(04) is in C or D).

Headcount is unduplicated, student is counted only once by course.

Census enrollment, course completion and retention are duplicated by class enrollment.

Census Enrollment = Dropped after census or didn't drop

Course completion (received credit): Grade of A, B, C, D or PS

Completion Rate = Course Completion / Census Enrollment

Retained = A, B, C, D, F, IP, I, RD, PS, NP

Retention Rate = Retained / Census Enrollment

Campus Descr Short	Subject	Catalog Nbr	Catalog Descr	Term Descr Long	Headcount	Census Enrollment	Course completion	Completion Rate	Retained	Retention Rate
Laney	COSM	200	SPECIAL PROJECTS LAB	2008 Fall	24	24	11	46%	11	46%
Laney	COSM	200	SPECIAL PROJECTS LAB	2009 Spring	68	68	53	78%	53	78%
Laney	COSM	200	SPECIAL PROJECTS LAB	2009 Fall	69	69	25	36%	25	36%
Laney	COSM	200	SPECIAL PROJECTS LAB	2010 Spring	57	57	44	77%	45	79%
Laney	COSM	200	SPECIAL PROJECTS LAB	2010 Fall	67	67	24	36%	24	36%
Laney	COSM	200	SPECIAL PROJECTS LAB	2011 Spring	61	61	30	49%	30	49%
Laney	COSM	200	SPECIAL PROJECTS LAB	2011 Fall	39	39	14	36%	14	36%
Laney	COSM	200	SPECIAL PROJECTS LAB	2012 Fall	31	31	13	42%	14	45%

Laney	COSM	200	SPECIAL PROJECTS LAB	2013 Spring	48	48	41	85%	41	85%
Laney	COSM	210	COSMETOLOGY THEORY I	2008 Fall	61	62	41	66%	43	69%
Laney	COSM	210	COSMETOLOGY THEORY I	2009 Spring	73	73	52	71%	66	90%
Laney	COSM	210	COSMETOLOGY THEORY I	2009 Fall	74	74	53	72%	67	91%
Laney	COSM	210	COSMETOLOGY THEORY I	2010 Spring	63	64	52	81%	56	88%
Laney	COSM	210	COSMETOLOGY THEORY I	2010 Fall	57	57	46	81%	46	81%
Laney	COSM	210	COSMETOLOGY THEORY I	2011 Spring	51	51	47	92%	48	94%
Laney	COSM	210	COSMETOLOGY THEORY I	2011 Fall	51	51	42	82%	44	86%
Laney	COSM	210	COSMETOLOGY THEORY I	2012 Spring	65	65	45	69%	47	72%
Laney	COSM	210	COSMETOLOGY THEORY I	2012 Fall	59	59	44	75%	45	76%
Laney	COSM	210	COSMETOLOGY THEORY I	2013 Spring	65	66	47	71%	48	73%
Laney	COSM	210L	COSMETOLOGY LAB I	2008 Fall	28	28	23	82%	23	82%
Laney	COSM	210L	COSMETOLOGY LAB I	2009 Spring	30	30	25	83%	26	87%
Laney	COSM	210L	COSMETOLOGY LAB I	2009 Fall	33	33	28	85%	29	88%
Laney	COSM	210L	COSMETOLOGY LAB I	2010 Spring	30	30	23	77%	24	80%

Laney	COSM	210L	COSMETOLOGY LAB I	2010 Fall	23	23	19	83%	19	83%
Laney	COSM	210L	COSMETOLOGY LAB I	2011 Spring	26	26	24	92%	24	92%
Laney	COSM	210L	COSMETOLOGY LAB I	2011 Fall	25	25	25	100%	25	100%
Laney	COSM	210L	COSMETOLOGY LAB I	2012 Spring	20	20	15	75%	15	75%
Laney	COSM	210L	COSMETOLOGY LAB I	2012 Fall	23	23	18	78%	18	78%
Laney	COSM	210L	COSMETOLOGY LAB I	2013 Spring	25	25	23	92%	23	92%
Laney	COSM	210LE	COSMETOLOGY LAB I	2008 Fall	31	31	19	61%	19	61%
Laney	COSM	210LE	COSMETOLOGY LAB I	2009 Spring	41	41	40	98%	40	98%
Laney	COSM	210LE	COSMETOLOGY LAB I	2009 Fall	40	40	24	60%	36	90%
Laney	COSM	210LE	COSMETOLOGY LAB I	2010 Spring	33	33	27	82%	32	97%
Laney	COSM	210LE	COSMETOLOGY LAB I	2010 Fall	32	32	27	84%	27	84%
Laney	COSM	210LE	COSMETOLOGY LAB I	2011 Spring	28	28	21	75%	22	79%
Laney	COSM	210LE	COSMETOLOGY LAB I	2011 Fall	29	29	17	59%	20	69%
Laney	COSM	210LE	COSMETOLOGY LAB I	2012 Spring	41	41	28	68%	29	71%
Laney	COSM	210LE	COSMETOLOGY LAB I	2012 Fall	36	36	25	69%	26	72%
Laney	COSM	210LE	COSMETOLOGY LAB I	2013 Spring	37	37	24	65%	24	65%
Laney	COSM	211	MANICURE/PEDICURE 1	2008 Fall	59	60	41	68%	41	68%
Laney	COSM	211	MANICURE/PEDICURE 1	2009 Spring	74	74	66	89%	67	91%
Laney	COSM	211	MANICURE/PEDICURE 1	2009 Fall	71	71	52	73%	64	90%
Laney	COSM	211	MANICURE/PEDICURE 1	2010 Spring	62	63	51	81%	55	87%

Laney	COSM	211	MANICURE/PEDICURE 1	2010 Fall	56	56	45	80%	46	82%
Laney	COSM	211	MANICURE/PEDICURE 1	2011 Spring	49	49	44	90%	45	92%
Laney	COSM	211	MANICURE/PEDICURE 1	2011 Fall	54	54	42	78%	46	85%
Laney	COSM	211	MANICURE/PEDICURE 1	2012 Spring	62	62	43	69%	44	71%
Laney	COSM	211	MANICURE/PEDICURE 1	2012 Fall	57	57	43	75%	44	77%
Laney	COSM	211	MANICURE/PEDICURE 1	2013 Spring	59	59	45	76%	46	78%
Laney	COSM	212	CHEM SERV/HAIRCUT I	2008 Fall	60	61	41	67%	42	69%
Laney	COSM	212	CHEM SERV/HAIRCUT I	2009 Spring	73	73	66	90%	66	90%
Laney	COSM	212	CHEM SERV/HAIRCUT I	2009 Fall	74	74	52	70%	66	89%
Laney	COSM	212	CHEM SERV/HAIRCUT I	2010 Spring	61	62	50	81%	55	89%
Laney	COSM	212	CHEM SERV/HAIRCUT I	2010 Fall	56	56	46	82%	46	82%
Laney	COSM	212	CHEM SERV/HAIRCUT I	2011 Spring	47	47	43	91%	44	94%
Laney	COSM	212	CHEM SERV/HAIRCUT I	2011 Fall	55	55	42	76%	47	85%
Laney	COSM	212	CHEM SERV/HAIRCUT I	2012 Spring	70	70	46	66%	59	84%
Laney	COSM	212	CHEM SERV/HAIRCUT I	2012 Fall	59	59	46	78%	46	78%

Laney	COSM	212	CHEM SERV/HAIRCUT I	2013 Spring	65	65	46	71%	47	72%
Laney	COSM	213	HAIRSTYLE/HAIRCUT I	2008 Fall	74	75	39	52%	54	72%
Laney	COSM	213	HAIRSTYLE/HAIRCUT I	2009 Spring	71	71	63	89%	63	89%
Laney	COSM	213	HAIRSTYLE/HAIRCUT I	2009 Fall	69	69	50	72%	61	88%
Laney	COSM	213	HAIRSTYLE/HAIRCUT I	2010 Spring	61	62	50	81%	55	89%
Laney	COSM	213	HAIRSTYLE/HAIRCUT I	2010 Fall	59	59	45	76%	45	76%
Laney	COSM	213	HAIRSTYLE/HAIRCUT I	2011 Spring	48	48	44	92%	45	94%
Laney	COSM	213	HAIRSTYLE/HAIRCUT I	2011 Fall	69	69	45	65%	58	84%
Laney	COSM	213	HAIRSTYLE/HAIRCUT I	2012 Spring	61	61	44	72%	49	80%
Laney	COSM	213	HAIRSTYLE/HAIRCUT I	2012 Fall	69	69	44	64%	46	67%
Laney	COSM	213	HAIRSTYLE/HAIRCUT I	2013 Spring	64	64	46	72%	48	75%
Laney	COSM	214	HAIRCOLOR/HAIRCUT I	2008 Fall	74	75	41	55%	43	57%
Laney	COSM	214	HAIRCOLOR/HAIRCUT I	2009 Spring	66	66	51	77%	52	79%
Laney	COSM	214	HAIRCOLOR/HAIRCUT I	2009 Fall	76	76	55	72%	57	75%
Laney	COSM	214	HAIRCOLOR/HAIRCUT I	2010 Spring	64	64	49	77%	52	81%
Laney	COSM	214	HAIRCOLOR/HAIRCUT I	2010 Fall	59	59	46	78%	47	80%
Laney	COSM	214	HAIRCOLOR/HAIRCUT I	2011 Spring	54	54	45	83%	47	87%

Laney	COSM	214	HAIRCOLOR/HAIRCUT I	2011 Fall	53	53	41	77%	46	87%
Laney	COSM	214	HAIRCOLOR/HAIRCUT I	2012 Spring	67	67	44	66%	56	84%
Laney	COSM	214	HAIRCOLOR/HAIRCUT I	2012 Fall	67	67	43	64%	45	67%
Laney	COSM	214	HAIRCOLOR/HAIRCUT I	2013 Spring	67	67	47	70%	49	73%
Laney	COSM	215	FACIALS I	2008 Fall	64	65	43	66%	43	66%
Laney	COSM	215	FACIALS I	2009 Spring	70	70	61	87%	62	89%
Laney	COSM	215	FACIALS I	2009 Fall	73	73	52	71%	52	71%
Laney	COSM	215	FACIALS I	2010 Spring	62	63	50	79%	52	83%
Laney	COSM	215	FACIALS I	2010 Fall	56	56	46	82%	46	82%
Laney	COSM	215	FACIALS I	2011 Spring	56	56	45	80%	46	82%
Laney	COSM	215	FACIALS I	2011 Fall	54	54	41	76%	46	85%
Laney	COSM	215	FACIALS I	2012 Spring	65	65	43	66%	45	69%
Laney	COSM	215	FACIALS I	2012 Fall	57	57	43	75%	44	77%
Laney	COSM	215	FACIALS I	2013 Spring	61	61	46	75%	47	77%
Laney	COSM	220	COSM THEORY II	2008 Fall	48	48	41	85%	41	85%
Laney	COSM	220	COSM THEORY II	2009 Spring	47	47	36	77%	36	77%
Laney	COSM	220	COSM THEORY II	2009 Fall	46	46	34	74%	35	76%
Laney	COSM	220	COSM THEORY II	2010 Spring	61	61	53	87%	54	89%
Laney	COSM	220	COSM THEORY II	2010 Fall	41	41	37	90%	37	90%

Laney	COSM	220	COSM THEORY II	2011 Spring	48	48	45	94%	47	98%
Laney	COSM	220	COSM THEORY II	2011 Fall	44	44	37	84%	38	86%
Laney	COSM	220	COSM THEORY II	2012 Spring	38	38	34	89%	37	97%
Laney	COSM	220	COSM THEORY II	2012 Fall	40	40	34	85%	35	88%
Laney	COSM	220	COSM THEORY II	2013 Spring	45	45	35	78%	41	91%
Laney	COSM	220L	COSMETOLOGY LAB II	2008 Fall	28	28	22	79%	22	79%
Laney	COSM	220L	COSMETOLOGY LAB II	2009 Spring	25	25	22	88%	22	88%
Laney	COSM	220L	COSMETOLOGY LAB II	2009 Fall	22	22	18	82%	19	86%
Laney	COSM	220L	COSMETOLOGY LAB II	2010 Spring	31	31	29	94%	29	94%
Laney	COSM	220L	COSMETOLOGY LAB II	2010 Fall	20	20	19	95%	19	95%
Laney	COSM	220L	COSMETOLOGY LAB II	2011 Spring	19	19	19	100%	19	100%
Laney	COSM	220L	COSMETOLOGY LAB II	2011 Fall	24	24	18	75%	19	79%
Laney	COSM	220L	COSMETOLOGY LAB II	2012 Spring	25	25	25	100%	25	100%
Laney	COSM	220L	COSMETOLOGY LAB II	2012 Fall	17	17	14	82%	14	82%
Laney	COSM	220L	COSMETOLOGY LAB II	2013 Spring	19	19	19	100%	19	100%
Laney	COSM	220LE	COSMETOLOGY LAB II	2008 Fall	19	19	18	95%	18	95%
Laney	COSM	220LE	COSMETOLOGY LAB II	2009 Spring	19	19	14	74%	16	84%
Laney	COSM	220LE	COSMETOLOGY LAB II	2009 Fall	24	24	15	63%	15	63%
Laney	COSM	220LE	COSMETOLOGY LAB II	2010 Spring	27	27	22	81%	23	85%
Laney	COSM	220LE	COSMETOLOGY LAB II	2010 Fall	20	20	17	85%	18	90%

Laney	COSM	220LE	COSMETOLOGY LAB II	2011 Spring	25	25	24	96%	25	100%
Laney	COSM	220LE	COSMETOLOGY LAB II	2011 Fall	20	20	18	90%	19	95%
Laney	COSM	220LE	COSMETOLOGY LAB II	2012 Spring	11	11	9	82%	10	91%
Laney	COSM	220LE	COSMETOLOGY LAB II	2012 Fall	23	23	21	91%	21	91%
Laney	COSM	220LE	COSMETOLOGY LAB II	2013 Spring	24	24	20	83%	20	83%
Laney	COSM	221	MANICURE/PEDICURE II	2008 Fall	45	45	41	91%	44	98%
Laney	COSM	221	MANICURE/PEDICURE II	2009 Spring	48	48	34	71%	41	85%
Laney	COSM	221	MANICURE/PEDICURE II	2009 Fall	46	46	32	70%	33	72%
Laney	COSM	221	MANICURE/PEDICURE II	2010 Spring	57	57	51	89%	52	91%
Laney	COSM	221	MANICURE/PEDICURE II	2010 Fall	40	40	36	90%	36	90%
Laney	COSM	221	MANICURE/PEDICURE II	2011 Spring	47	47	44	94%	47	100%
Laney	COSM	221	MANICURE/PEDICURE II	2011 Fall	43	43	35	81%	37	86%
Laney	COSM	221	MANICURE/PEDICURE II	2012 Spring	37	37	34	92%	36	97%
Laney	COSM	221	MANICURE/PEDICURE II	2012 Fall	40	40	35	88%	35	88%
Laney	COSM	221	MANICURE/PEDICURE II	2013 Spring	44	44	39	89%	39	89%
Laney	COSM	222	CHEM SERV/HAIRCUT II	2008 Fall	47	47	42	89%	46	98%
Laney	COSM	222	CHEM SERV/HAIRCUT II	2009 Spring	45	45	36	80%	36	80%
Laney	COSM	222	CHEM SERV/HAIRCUT II	2009 Fall	47	47	33	70%	35	74%

Laney	COSM	222	CHEM SERV/HAIRCUT II	2010 Spring	57	57	52	91%	53	93%
Laney	COSM	222	CHEM SERV/HAIRCUT II	2010 Fall	42	42	36	86%	37	88%
Laney	COSM	222	CHEM SERV/HAIRCUT II	2011 Spring	49	49	44	90%	48	98%
Laney	COSM	222	CHEM SERV/HAIRCUT II	2011 Fall	44	44	36	82%	37	84%
Laney	COSM	222	CHEM SERV/HAIRCUT II	2012 Spring	39	39	34	87%	36	92%
Laney	COSM	222	CHEM SERV/HAIRCUT II	2012 Fall	39	39	35	90%	35	90%
Laney	COSM	222	CHEM SERV/HAIRCUT II	2013 Spring	43	43	37	86%	38	88%
Laney	COSM	223	HAIRSTYLE/HAIRCUT II	2008 Fall	47	47	42	89%	42	89%
Laney	COSM	223	HAIRSTYLE/HAIRCUT II	2009 Spring	45	45	35	78%	35	78%
Laney	COSM	223	HAIRSTYLE/HAIRCUT II	2009 Fall	45	45	33	73%	35	78%
Laney	COSM	223	HAIRSTYLE/HAIRCUT II	2010 Spring	56	56	51	91%	53	95%
Laney	COSM	223	HAIRSTYLE/HAIRCUT II	2010 Fall	45	45	32	71%	44	98%
Laney	COSM	223	HAIRSTYLE/HAIRCUT II	2011 Spring	46	46	42	91%	45	98%
Laney	COSM	223	HAIRSTYLE/HAIRCUT II	2011 Fall	44	44	37	84%	38	86%
Laney	COSM	223	HAIRSTYLE/HAIRCUT II	2012 Spring	36	36	36	100%	36	100%
Laney	COSM	223	HAIRSTYLE/HAIRCUT II	2012 Fall	40	40	36	90%	38	95%
Laney	COSM	223	HAIRSTYLE/HAIRCUT II	2013 Spring	43	43	37	86%	40	93%

Laney	COSM	224	HAIRCOLOR/HAIRCUT II	2008 Fall	48	48	43	90%	46	96%
Laney	COSM	224	HAIRCOLOR/HAIRCUT II	2009 Spring	44	44	34	77%	34	77%
Laney	COSM	224	HAIRCOLOR/HAIRCUT II	2009 Fall	46	46	33	72%	34	74%
Laney	COSM	224	HAIRCOLOR/HAIRCUT II	2010 Spring	58	59	52	88%	53	90%
Laney	COSM	224	HAIRCOLOR/HAIRCUT II	2010 Fall	40	40	36	90%	36	90%
Laney	COSM	224	HAIRCOLOR/HAIRCUT II	2011 Spring	47	47	46	98%	46	98%
Laney	COSM	224	HAIRCOLOR/HAIRCUT II	2011 Fall	47	47	36	77%	39	83%
Laney	COSM	224	HAIRCOLOR/HAIRCUT II	2012 Spring	35	35	33	94%	33	94%
Laney	COSM	224	HAIRCOLOR/HAIRCUT II	2012 Fall	39	39	35	90%	35	90%
Laney	COSM	224	HAIRCOLOR/HAIRCUT II	2013 Spring	44	44	39	89%	40	91%
Laney	COSM	225	FACIALS II	2008 Fall	45	45	40	89%	40	89%
Laney	COSM	225	FACIALS II	2009 Spring	47	47	36	77%	38	81%
Laney	COSM	225	FACIALS II	2009 Fall	48	49	33	67%	34	69%
Laney	COSM	225	FACIALS II	2010 Spring	58	58	52	90%	53	91%
Laney	COSM	225	FACIALS II	2010 Fall	43	43	35	81%	37	86%
Laney	COSM	225	FACIALS II	2011 Spring	45	45	45	100%	45	100%

Laney	COSM	225	FACIALS II	2011 Fall	44	44	36	82%	39	89%
Laney	COSM	225	FACIALS II	2012 Spring	37	37	34	92%	35	95%
Laney	COSM	225	FACIALS II	2012 Fall	41	41	36	88%	36	88%
Laney	COSM	225	FACIALS II	2013 Spring	44	44	39	89%	39	89%
Laney	COSM	230	COSM THEORY III	2008 Fall	30	30	24	80%	24	80%
Laney	COSM	230	COSM THEORY III	2009 Spring	43	43	39	91%	39	91%
Laney	COSM	230	COSM THEORY III	2009 Fall	34	34	30	88%	30	88%
Laney	COSM	230	COSM THEORY III	2010 Spring	37	37	32	86%	32	86%
Laney	COSM	230	COSM THEORY III	2010 Fall	44	44	42	95%	42	95%
Laney	COSM	230	COSM THEORY III	2011 Spring	41	41	34	83%	37	90%
Laney	COSM	230	COSM THEORY III	2011 Fall	43	43	39	91%	42	98%
Laney	COSM	230	COSM THEORY III	2012 Spring	42	42	34	81%	38	90%
Laney	COSM	230	COSM THEORY III	2012 Fall	37	37	30	81%	31	84%
Laney	COSM	230	COSM THEORY III	2013 Spring	45	45	39	87%	40	89%
Laney	COSM	230L	COSM LAB III	2008 Fall	20	20	14	70%	17	85%
Laney	COSM	230L	COSM LAB III	2009 Spring	20	20	20	100%	20	100%
Laney	COSM	230L	COSM LAB III	2009 Fall	21	21	19	90%	19	90%
Laney	COSM	230L	COSM LAB III	2010 Spring	18	18	17	94%	17	94%
Laney	COSM	230L	COSM LAB III	2010 Fall	25	25	24	96%	25	100%
Laney	COSM	230L	COSM LAB III	2011 Spring	22	22	20	91%	21	95%

Laney	COSM	230L	COSM LAB III	2011 Fall	18	18	16	89%	16	89%
Laney	COSM	230L	COSM LAB III	2012 Spring	21	21	20	95%	21	100%
Laney	COSM	230L	COSM LAB III	2012 Fall	26	26	22	85%	22	85%
Laney	COSM	230L	COSM LAB III	2013 Spring	20	20	18	90%	19	95%
Laney	COSM	230LE	COSM LAB III	2008 Fall	11	11	11	100%	11	100%
Laney	COSM	230LE	COSM LAB III	2009 Spring	22	22	18	82%	18	82%
Laney	COSM	230LE	COSM LAB III	2009 Fall	17	17	12	71%	12	71%
Laney	COSM	230LE	COSM LAB III	2010 Spring	18	18	14	78%	15	83%
Laney	COSM	230LE	COSM LAB III	2010 Fall	18	18	17	94%	17	94%
Laney	COSM	230LE	COSM LAB III	2011 Spring	19	19	13	68%	17	89%
Laney	COSM	230LE	COSM LAB III	2011 Fall	24	24	22	92%	24	100%
Laney	COSM	230LE	COSM LAB III	2012 Spring	18	18	13	72%	16	89%
Laney	COSM	230LE	COSM LAB III	2012 Fall	11	11	10	91%	10	91%
Laney	COSM	230LE	COSM LAB III	2013 Spring	24	24	22	92%	22	92%
Laney	COSM	231	MANICURE/PEDICUR III	2008 Fall	29	29	24	83%	27	93%
Laney	COSM	231	MANICURE/PEDICUR III	2009 Spring	43	43	38	88%	39	91%
Laney	COSM	231	MANICURE/PEDICUR III	2009 Fall	37	37	29	78%	33	89%
Laney	COSM	231	MANICURE/PEDICUR III	2010 Spring	36	36	31	86%	32	89%
Laney	COSM	231	MANICURE/PEDICUR III	2010 Fall	44	44	42	95%	42	95%
Laney	COSM	231	MANICURE/PEDICUR III	2011 Spring	41	41	33	80%	38	93%

Laney	COSM	231	MANICURE/PEDICUR III	2011 Fall	45	45	39	87%	43	96%
Laney	COSM	231	MANICURE/PEDICUR III	2012 Spring	41	41	34	83%	39	95%
Laney	COSM	231	MANICURE/PEDICUR III	2012 Fall	37	37	30	81%	32	86%
Laney	COSM	231	MANICURE/PEDICUR III	2013 Spring	42	42	38	90%	39	93%
Laney	COSM	232	CHEM SRV/HAIRCUT III	2008 Fall	29	29	25	86%	27	93%
Laney	COSM	232	CHEM SRV/HAIRCUT III	2009 Spring	42	42	39	93%	39	93%
Laney	COSM	232	CHEM SRV/HAIRCUT III	2009 Fall	36	36	28	78%	30	83%
Laney	COSM	232	CHEM SRV/HAIRCUT III	2010 Spring	35	35	31	89%	31	89%
Laney	COSM	232	CHEM SRV/HAIRCUT III	2010 Fall	44	44	38	86%	40	91%
Laney	COSM	232	CHEM SRV/HAIRCUT III	2011 Spring	43	43	36	84%	38	88%
Laney	COSM	232	CHEM SRV/HAIRCUT III	2011 Fall	45	45	38	84%	41	91%
Laney	COSM	232	CHEM SRV/HAIRCUT III	2012 Spring	42	42	35	83%	39	93%
Laney	COSM	232	CHEM SRV/HAIRCUT III	2012 Fall	36	36	29	81%	32	89%
Laney	COSM	232	CHEM SRV/HAIRCUT III	2013 Spring	45	45	39	87%	40	89%
Laney	COSM	233	HAIRSTYL/HAIRCUT III	2008 Fall	30	30	25	83%	26	87%

Laney	COSM	233	HAIRSTYL/HAIRCUT III	2009 Spring	43	43	39	91%	39	91%
Laney	COSM	233	HAIRSTYL/HAIRCUT III	2009 Fall	35	35	28	80%	29	83%
Laney	COSM	233	HAIRSTYL/HAIRCUT III	2010 Spring	35	35	31	89%	31	89%
Laney	COSM	233	HAIRSTYL/HAIRCUT III	2010 Fall	46	46	40	87%	44	96%
Laney	COSM	233	HAIRSTYL/HAIRCUT III	2011 Spring	44	44	39	89%	40	91%
Laney	COSM	233	HAIRSTYL/HAIRCUT III	2011 Fall	43	43	41	95%	41	95%
Laney	COSM	233	HAIRSTYL/HAIRCUT III	2012 Spring	39	39	35	90%	38	97%
Laney	COSM	233	HAIRSTYL/HAIRCUT III	2012 Fall	35	35	31	89%	31	89%
Laney	COSM	233	HAIRSTYL/HAIRCUT III	2013 Spring	43	43	33	77%	38	88%
Laney	COSM	234	HAIRCOLR/HAIRCUT III	2008 Fall	31	31	25	81%	28	90%
Laney	COSM	234	HAIRCOLR/HAIRCUT III	2009 Spring	42	42	39	93%	39	93%
Laney	COSM	234	HAIRCOLR/HAIRCUT III	2009 Fall	35	35	29	83%	29	83%
Laney	COSM	234	HAIRCOLR/HAIRCUT III	2010 Spring	35	35	31	89%	31	89%
Laney	COSM	234	HAIRCOLR/HAIRCUT III	2010 Fall	47	47	42	89%	43	91%
Laney	COSM	234	HAIRCOLR/HAIRCUT III	2011 Spring	39	39	33	85%	33	85%
Laney	COSM	234	HAIRCOLR/HAIRCUT III	2011 Fall	45	45	40	89%	42	93%
Laney	COSM	234	HAIRCOLR/HAIRCUT III	2012 Spring	38	38	32	84%	33	87%
Laney	COSM	234	HAIRCOLR/HAIRCUT III	2012 Fall	37	37	31	84%	32	86%
Laney	COSM	234	HAIRCOLR/HAIRCUT III	2013 Spring	45	45	40	89%	41	91%
Laney	COSM	235	FACIALS III	2008 Fall	27	27	24	89%	24	89%

Laney	COSM	235	FACIALS III	2009 Spring	42	42	37	88%	38	90%
Laney	COSM	235	FACIALS III	2009 Fall	37	37	30	81%	31	84%
Laney	COSM	235	FACIALS III	2010 Spring	36	36	31	86%	32	89%
Laney	COSM	235	FACIALS III	2010 Fall	48	48	41	85%	43	90%
Laney	COSM	235	FACIALS III	2011 Spring	39	39	32	82%	35	90%
Laney	COSM	235	FACIALS III	2011 Fall	45	45	38	84%	44	98%
Laney	COSM	235	FACIALS III	2012 Spring	39	39	33	85%	36	92%
Laney	COSM	235	FACIALS III	2012 Fall	37	37	31	84%	32	86%
Laney	COSM	235	FACIALS III	2013 Spring	45	45	38	84%	39	87%
Laney	COSM	240LE	COSM LAB IV	2008 Fall	10	10	8	80%	8	80%
Laney	COSM	240LE	COSM LAB IV	2009 Spring	18	18	11	61%	11	61%
Laney	COSM	240LE	COSM LAB IV	2009 Fall	21	21	18	86%	18	86%
Laney	COSM	240LE	COSM LAB IV	2010 Spring	15	15	11	73%	11	73%
Laney	COSM	240LE	COSM LAB IV	2010 Fall	14	14	6	43%	6	43%
Laney	COSM	240LE	COSM LAB IV	2011 Spring	24	24	17	71%	18	75%
Laney	COSM	240LE	COSM LAB IV	2011 Fall	17	17	11	65%	14	82%
Laney	COSM	240LE	COSM LAB IV	2012 Spring	24	24	20	83%	20	83%
Laney	COSM	240LE	COSM LAB IV	2012 Fall	16	16	12	75%	12	75%
Laney	COSM	240LE	COSM LAB IV	2013 Spring	22	22	17	77%	18	82%
Laney	COSM	245	INTRO TO COSMETOLOGY	2009 Spring	20	20	10	50%	11	55%

Laney	COSM	245	INTRO TO COSMETOLOGY	2009 Fall	29	29	11	38%	13	45%
Laney	COSM	245	INTRO TO COSMETOLOGY	2010 Spring	33	33	18	55%	18	55%
Laney	COSM	245	INTRO TO COSMETOLOGY	2010 Fall	40	40	28	70%	28	70%
Laney	COSM	245	INTRO TO COSMETOLOGY	2011 Spring	42	42	34	81%	34	81%
Laney	COSM	245	INTRO TO COSMETOLOGY	2011 Fall	42	42	20	48%	33	79%
Laney	COSM	245	INTRO TO COSMETOLOGY	2012 Fall	26	26	24	92%	24	92%

Discussion:

- What has the discipline, department, or program done to improve course completion and retention rates? What is planned for the next three years?
- **Provided a teacher of the record for Lab IV, (historically concurrent class to Lab II and Lab III). Lab IV Instructor assist students with preparing for licensing exam, verifying completion of certificate requirements; refer students to college counselor for education Plan for completing GE units for A.A in cosmetology.**
- **Students are exposed to real world experiences by attending seminars and industry trade shows, taking field Trips, and guest speakers.**

- **To improve retention and course completion rates in the future,   Lab II and Lab III classes should be separated (separate classrooms and instructors) currently this is concurrent classes with mixed levels. Each class needs a dedicated teacher, with same level of students. This will ensure students are receiving instruction in objectives. That is appropriate for their level.**

- What has the discipline, department, or program done to improve the number of degrees and certificates awarded?   Include the number of degrees and certificates awarded by year, for the past three years. What is planned for the next three years?
- Department provide students with information and guide lines for getting the certificates and Associate Degree of the beginning of program.
- Students are consistently exposed to the benefits of earning a degree or certificate and professional license
- Students are made aware of college resources and special programs that will help them achieve their goals.
- Future needs include
- A larger facility is needed to be able to accommodate more students and increase number of degrees   and certificates awarded.
- Future plans include revising program curriculum to provide more information such as business management to students

_____

7. Human, Technological, and Physical Resources (including equipment and facilities):

- Describe your current level of staff, including full-time and part-time faculty, classified staff, and other categories of employment.

    Full-time faculty headcount _____**4**_____

    Part-time faculty headcount ____**10**_____

    Total FTEF faculty for the discipline, department, or program _____

    Full-time/part-time faculty ratio _4/10_____

    Classified staff headcount _____**1**_____

- Describe your current utilization of facilities and equipment.

- Our Facilities are in use 14 hours a day, M-F and 6.5 hours during Saturday.
- All instruction - 28 sections is provided in two classrooms.
- Currently serving about 200 students per semester
- Women's Restroom has three stalls and three sinks

- Each classroom has one sink for hand washing
- One Storage area for instructional product and equipment
- One dispensary serving 100 students at once
- 157 Lockers available for student use
- Classroom seating and work stations in use 14 hours per day –
- Mirrors at work stations are used 14 hours a day.
- Flooring is White linoleum- not suitable for use in cosmetology school
- File cabinets for Instructor storage
- One additional area being used as a lab classroom

  - What are your key staffing needs for the next three years? Why? Please provide evidence to support your request such as assessment data, student success data, enrollment data, recommendations from your advisory committee, changes in certification requirements, and/or other factors.

- Department in need of another permanent classified position for Dispensary to accommodate 14 hours of students use.
- At least two additional   full time instructors position s needed to separate Junior and Senior classes to ensure students are given appropriate instruction for their level. Retentions rates and students success data will improve.
- Hire student worker for lab coverage for nights and weekends

- Our Advisory committee suggests that we offer more specific classes, like Salon Business management, Braiding, Advanced Hairstyling, Manicuring Course and Esthetician course and it will be possible with another two full time instructional position

  - What are your key technological needs for the next three years? Why? Please provide evidence to support your request such as assessment data, student success data, enrollment data, recommendations from your advisory committee, changes in certification requirements, and/or other factors.

- Milady Cosmetology Course –Management guide - web based instruction
- Data base program for student record keeping
- GoPro cameras- to immediately cast demonstrations and lectures
- Google chrome cast   subscription $$
- 2-monitor   2- Mac laptops   2- projectors

- What are your key facilities needs for the next three years? Why? Please provide evidence to support your request such as assessment data, student success data, enrollment data, recommendations from your advisory committee, changes in certification requirements, and/or other factors.

- Department can handle higher enrollment with larger facilities. Our advisory committee suggests more classrooms, new furniture for current classrooms, more lockers for students
- Women's restroom needs to be repaired. Toilets and faucets leak.
- There is no classroom for 240LE course
- There is no separate classroom for clinic services.
- Our classroom set up furniture is outdated and need to be replace with current salon-like stations,
- Mirrors are powered by an outdate motor design
- More lockers needed for student use
- Flooring should be changed to a stain resistant material in a darker color.
- Department need to provide instructors with a space to store instructional equipment
- Storage area is not adequate for the number of students served daily
- Additional area used as Lab is not set up properly. Area needs chairs, work station, mirrors and   .   sink and proper electrical wiring

- # Please complete the Comprehensive Instructional Program Review Prioritized Resource Requests Template included in Appendix A.

8. Community, Institutional, and Professional Engagement and Partnerships:

Part A.
- Discuss how faculty and staff have engaged in institutional efforts such as committees, presentations, and departmental activities. Please list the committees that full-time faculty participate in.
- Faculty and Staff participate in campus health fair, ecology festival, welcome back week and most college events.
- Cosmetology students provide complimentary services in all mentioned events.

- Discuss how faculty and staff have engaged in community activities, partnerships and/or collaborations.

- **Cosmetology Instructors are very active in local communities: participate in Women's Expo, (Laney College had a booth and stand where students were presenting our program)**
- Oakland Museum events
- High school visit to recruit future students
- Donation of services to Community organizations, serving the homeless and disadvantaged.

- Discuss how adjunct faculty members are included in departmental training, discussions, and decision-making.
- Departmental meetings,   Advisory committee meetings.

Part B.
- What are the job placement rates for your discipline/department/program for the past three years?

300700	Cosmetology and Barbering-300700	Cosmetology and Barbering-300700					
300700	Cosmetology and Barbering-300700	Hairdressers, Hairstylists, and Cosmetologists	39-5012	$ 23,120	AVERAGE (8%-14%)	611,000	220,600
300700	Cosmetology and Barbering-300700	Makeup Artists, Theatrical and Performance	39-5091	$ 44,310	SLOWER THAN AVERAGE (3% TO 7%)	3,000	300
300700	Cosmetology and Barbering-300700	Manicurists and Pedicurists	39-5092	$ 19,620	FASTER THAN AVERAGE (15% TO 21%)	87,000	20,700
300700	Cosmetology and Barbering-300700	Skincare Specialists	39-5094	$ 29,050	MUCH FASTER THAN AVERAGE (22% OR HIGHER)	44,000	21,300

- What are the projected job openings in your discipline for the next three years?

- How is the discipline/department program responding with regard to labor market demand?

- Do you have an advisory board in place? Has it met regularly? Please provide a list of your advisory board members and attach agendas and meeting minutes from the past year.
    Yes

Laney College Advisory Board-Invited Members

Daniel Moses
1414 Charisma Way
Brentwood, Ca. 94513
510-332-5277

Beauty By Nature Hair Studio
Wyvonne Gant-Brown
121 Park Place
Pt. Richmond, Ca 94801

JC Penny Salon
Brendnetta Ashley
1500 Stoneridge Rd.
Pleasanton, Ca. 94588
510-388-5200
bdashley@jcp.com

Line 54 Salon
Korrine (owner)
335-14th St.
Oakland, Ca. 94612
510-444-5463

The Dry Bar-Brenna Tinari
District Manager
949-398-0452
 Brenna.Tinari@thedrybar.com

Ulta Inc

Ramona Paxton Manager/Senior stylist

2245 South Shore Drive

Alameda, Ca 94501

510-864-4031

Rpaxton@ulta.com

Barberella Beauty Lounge

Michelle - Owner

2442 San Pablo Ave

Berkeley, Ca. 94702

510-548-3552

Elegant and Natural Kosmetik

Ms. Norma Varndell

7141 Dublin Blvd.

Dublin, Ca. 94568

800-553-2775

Instructors:

Laney College Cosmetology Department

Mrs. Ella Kantarov

900 Fallon St.

Oakland, Ca 94607

Laney College Cosmetology Department

Ms. Sydney Thomas,

900 Fallon St.

Oakland, Ca 94607

Laney College Cosmetology Department

Ms. Vicki Chavez

900 Fallon St.

Oakland, Ca 94607
Laney College Cosmetology Department
Ms. Rhonda Goodbeer
900 Fallon St.
Oakland, Ca 94607

Laney College Cosmetology Department
Marcie Bias
900 Fallon St.
Oakland, Ca 94607

Laney College Cosmetology Department
Mr. Bruce Lazarus
900 Fallon St.
Oakland, Ca 94607

JC Penny Salon
Tephanie Bailey
1000 Hilltop Mall Rd.
Richmond, Ca. 94806
510-222-4411 X286
tbaile34@jcp.com

Glamsity Beauty Bar
Blu- Owner
1923 San Pablo Ave
Oakland, Ca. 94612
510-452-2583

Peter Thomas Hair Design
Peter Thomas

1700 Shatuck Ave.
Berkeley, Ca. 94709
510-843-0697

The Dry Bar-Brigette Pouchet
Recruiter/Talent Finder
949-398-0452
 Brigette@thedrybar.com

Janice Ward 510-472-8330
My Amour Salon -Ms. Thomas former student VICKI -Manicurist
Beauty Supplier-Sally's

- - Please describe the number of activities and recommendations resulting from advisory committee meetings that have occurred in the past three years. What information was presented that required changes to be made to your program?

LANEY COLLEGE COSMETOLOGY ADVISORY COMMITTEE MEETING
MINUTES
October 13, 2015

WELCOME: Curley Wikkeling-Mller
You are a hand-picked committee of people in the industry.
The purpose of the Advisory Committee is:
-To assist us as educators and keep our program relevant to the industry.
-Networking, recruiting students to the workforce.
-Keep us updated on current and future changes in the industry.
-Provide us with valuable, real-world information to the students.
Phoumy Sayavong-Interim Dean:
We would like the Advisory committee to bring cutting-edge information to our students in order to prepare them for working in professional salons.
Sydney Thomas- Dept. Co-Chair:
We have students with different learning abilities. We have some students that are highly motivated and some that are not as motivated.
We need:
Job placement for our students, job retention, facility improvements.

Ella Kantorov-Dept Co Chair:
Conducted tour of facility
FEEDBACK FROM ADVISORY COMMITTEE:
Cosmetology schools that are owned by corporations, (i.e. Paul Mitchell Cosmetology School), are designed like professional, corporate-owned salons. Therefore, this attracts companies to want to hire these students.
Business programs should be implemented to help students conduct salon business.

DISCUSSION ITEMS:
Advisory Committee Responsibilities- Assist, Advise, and Advocate
Expectations for Hiring our Students:
-A committee member mentioned that some new employees, who have just graduated from cosmetology school, lack some knowledge. They lack color theory; they don't know about underlying pigment, level system, colors that cancel out other colors. Another member mentioned that cosmetology schools only have a limited time to teach; they have to teach within the 1600 hour time frame. Therefore, it is important that these students continue with advanced training after they receive their licenses.
  Create an attitude for the students of on-going education.
-Laney Cosmetology does collaborate with other departments in the school, for example, the Photography department, Theatre department.

Cutting edge Ideas/Sharing Expertise:
-Corrine, Redken Representative states that students must be prepared to hustle, and be Movers & Shakers once they become licensed cosmetologist.
Clients don't come to you without hustling.
- Must learn customer etiquette
-Hiring new students, fresh-out-of-school, as assistants is a good way for them to gain more hands on knowledge while working and building a clientele.

Our commitment to Advisory Committee (what you can do):
-Department visits
-Interaction with students
-Student observation
-Recruitment opportunities
-Career day participation: A Cosmetology Career Day; representatives from various companies present to interview and discuss employment options
*Cosmetology Advisory Committee will meet once per semester.
Please keep us informed about any new and innovative ideas

- Does your program require state or national licensing? Please explain. What is your licensing status?
- Yes, upon graduation (3 semesters and possible summer school for day program and 4 semesters and possible summer school) students apply for California State Board of Barbering and Cosmetology for licensure.

- Do your students participate in third party certifications? What are their success rates (include the # of students, # of certifications, etc.).
-
- Is your discipline/department/program working with a Deputy Sector Navigator? If so, in which sector? Briefly describe your discipline/department/program's work with the Deputy Sector Navigator. N/A

- In which ways is your discipline/department/program collaborating with other community colleges in the region? What similar programs exist in the surrounding area or nearby colleges?
- College of Alameda – fashion department – photo shoot to promote cosmetology services and designs of fashion students.
- Similar programs- Skyline College, San Mateo   Solano College, Fairfield
- Sacramento City College, San Jose city college, San Jose

Is your discipline/department/program currently participating in any grants? Please list and briefly describe the grant name, granting agency and the goals of the grant as it relates to your discipline/department/program. N/A

Grant Name   **Granting Agency**   **Grant Goals**

_____

9. Professional Development:

Please describe the professional development needs of your discipline or department. Include specifics such as training in the use of classroom technology, use of online resources, instructional methods, cultural sensitivity, faculty mentoring, etc.

- Professional development needs are: teaching with technology, creating and using web pages to provide instruction and information, attending cosmetology technique related trainings, cultural diversity, student learning theories

How do you train instructors in the use of Distance Education platforms? Is this sufficient? N/A

_____

10. **Disciple, Department or Program Goals and Activities:**

- Briefly describe and discuss the discipline, department or program goals and activities for the next three years, including the rationale for setting these goals. NOTE: Progress in attaining these goals will be assessed in subsequent years through annual program updates (APUs).

- Then fill out the goal setting template included in Appendix B. which aligns your discipline, department or program goals to the college mission statement and goals and the PCCD strategic goals and institutional objectives.

- **Goal 1. Curriculum:**
- All courses to be updated by Spring 2016.

Curriculum to be revised; develop new courses with emphasis on industry trends.
Outdated learning objectives will be removed from curriculum
Rationale
Students must be able to perform services according to industry standards.
Student must be ready to secure an entry level job in salons, spas or retail stores.

- **Goal 2. Assessment:**
- Increase documentation of the assessment cycle.

68

Provide training for all instructors related to creating assessments and rubrics, evaluating assessment results, submitting assessment tools.
Assessment results to be entered by dept. chair and 1 instructor/volunteer.
Instructors teaching same course will meet to determine SLO to be assessed for the semester, what type of exam and tools to be used.
Map all SLO to PLO, IPO

Rationale - all instructors involved in process, more assessments documented. As instructors learn how and why assessments must be documented, the relationship between SLO to PLO to ILO will be understood.

- **Goal 3. Instruction:**
- A. Secure existing classrooms on campus for theory classes.
- B. Increase size of facility to be able to accept more students

Rationale- provides the proper environment for lecture classes.
Hire at least two full time instructors. One to replace retiree L. Hernandez
Purchase curriculum program such as Pivot Point, Redken or Milady.
Purchase licensing exam study tools for student use
Provide computers, printers and workstations within the cosmetology dept. for students use.
Create an onsite library with materials related to cosmetology.
Rationale - Improve student learning. Provide instructors with standardized curriculum. Provide students with tools and materials for studying and research.

- **Goal 4. Student Success:**
- Revise curriculum, remove objectives that are outdated, add current industry objectives.

Provide students with opportunities to attend industry related seminars and trade shows. Secure guest lecturers for demonstrations.
Continue to offer licensing exam training.
Assign instructors for each class level.
Increase facility size, to be able to offer specialty classes and store required machines and equipment
Rationale- Students are well trained and ready for entry level jobs.
All students are aware of college resources and special programs available.
All students earn certificate.
All students have completed college assessment, met with counselor to develop education plan.
Rationale- student knows where to go if additional support is needed. Students have set well defined goals.

- **Goal 5. Professional Development, Community, Institutional and Professional Engagement and Partnerships:**
- Faculty on committees- faculty senate, hiring committee, tenure review, PFT

Faculty and students are very active on campus events such as welcome week, health fair, ecofest, ASLC activities.
Rationale- faculty will continue to participate in shared governance
Students are able to practice networking skills and provide cosmetology services.
Faculty will continue to participate in community events such as Oakland Museum day of the dead,
Visiting high schools for career day, and provide cosmetology services for clients of various agencies serving disadvantaged people.
Rationale - to recruit students and increase awareness of Laney College.
Continue to build partnerships with industry members and advisory committee. Hold department meetings on a regular basis to discuss, revise, suggest, train, etc.

Rationale- to increase communication between faculties. To learn what employers expect.

- Please complete the Comprehensive Instructional Program Review Integrated Goal Setting Template included in Appendix B.

Appendices
Appendix A

CTE Program Review
Prioritized Resource Requests Summary for Additional (New) Resources

College: ____Laney_____

Discipline, Department or Program: _Cosmetology_____

Contact Person: __E. Kantorov , S. Thomas_____

Date: ____November 2, 2015_____

Resource Category	Description	Priority Ranking (1 – 5, etc.)	Estimated Cost	Justification (page # in the program review narrative report)
Human Resources: Faculty	Two full time faculty, to separate junior senior level students	5	Instructor's salary $70,000 per year/per instructor	See page 22
Human Resources: Classified	Another permanent classified position instructional assistant	5	Classified salary $42,000 per/year	Page 22
Human Resources: Student Workers	Assist instructional assistant with various duties	1	$10 - $14/ per hour 500 hours/$7,000 per/semester	Page 22
Technology	Update computers, printers,	4	$4,000	Page 2, 17

	install projectors Online testing			
Equipment	New students workstations, lockers, mirrors, file cabinets	4	$100,000.00	Page 22
Supplies	Increase yearly budget	4	Increase to25,000.00 per year	Page 17
Facilities	Larger facilities to increase enrollment and accommodate current enrollment	5	Unknown??	Page 17
Professional Development	Technology training, provide instructors with tools teaching online	2	$5,000	Page 28
Other (specify)	Pivot Point curriculum	3	$3,500 per year for lease	Page 21,17

Appendix B

PCCD Program Review
Alignment of Goals Template

College: ___Laney_____

Discipline, Department or Program: __Cosmetology_____

Contact Person: E. Kantorov, S. Thomas_____

Date: __November 2, 2015_____

Discipline, Department or Program Goal	College Goal	PCCD Goal and Institutional Objective
1. Curriculum to be updated by spring 2016. Process to revise curriculum will begin in the fall of 2016. New curriculum will include objectives with emphasis on industry trends	#1 Student success #2 Accreditation	Goal A-advance students access
2. Increase documentation of the assessment cycle Map all SLO's to program and institution LO	#3 assessment	#A advance student access
3. Improve current facility- increase size, new work stations, Hire two full time instructors Purchase curriculum program for instructors Provide additional learning materials for student use Computers and printers available for student use within our facility	College #4 Resources #1 students success	PCCD # E, develop manage resources # A advance student

4. Prepare students for career Revise curriculum. Offer specialty classes; increase size of facility. Purchase equipment and supplies needed	College #1 student success and #4 resources	PCCD Advance students access and E resources
6.		

Appendix C

Program Review Validation Form and Signature Page

College: Laney

Discipline, Department or Program: Cosmetology

Part I. Overall Assessment of the Program Review Report

Review Criteria

Comments:
Explanation if the box is not checked

1. The narrative information is complete and all elements of the program review are addressed.

2. The analysis of data is thorough.

3. Conclusions and recommendations are well-substantiated and relate to the analysis of the data.

4. Discipline, department or program planning goals are articulated in the report. The goals address noted areas of concern.

5. The resource requests are connected to the discipline, department or program planning goals and are aligned to the college goals.

Part II. Choose one of the Ratings Below and Follow the Instructions.

Rating   Instructions

1. Accepted.

1. Complete the signatures below and submit to the Vice President of Instruction.

2. Conditionally Accepted.

2. Provide commentary that indicates areas in the report that require improvement and return the report to the discipline, department or program chair with a timeline for resubmission to the validation chair.

3. Not Accepted.

3. Provide commentary that indicates areas in the report that require improvement and return the report to the discipline, department or program chair with instructions to revise. Notify the Dean and Vice President of Instruction of the non-accepted status.

Part III. Signatures

Validation Team Chair

_____   _____   _____
Print Name   Signature   Date

Discipline, Department or Program Chair
E. Kantorov, S. Thomas   _____   _____
Print Name   Signature   Date

Received by Vice President of Instruction

_____   _____   _____
Print Name   Signature   Date