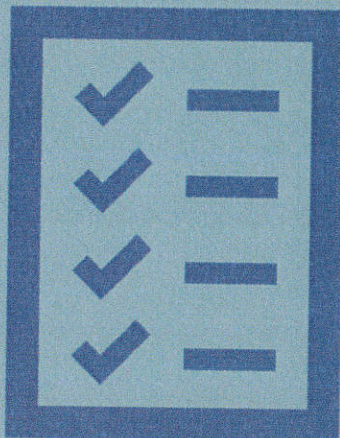


ASSESSMENT PLAN

for the Undergraduate
Program in Cosmetology



Fall 2021

Department Profile

USU Eastern's Cosmetology program blends theory with valuable hands-on instruction to identify, create assess and critique students to be the best stylist they can be. Students apply their knowledge to prepare for the State Licensing Exam by developing technical abilities to the highest level of standards. Students utilize training and skills to advance to be professionals for successful cosmetology careers.

The course compiles the beauty services of permanent waving, shampooing, hairstyling, haircutting, facials, face shaves, clipper cutting, scalp treatments, eyebrow arching, lashing, and brow tinting, manicuring, pedicuring, and lash extensions. Several different procedures are discussed in the theory courses including sterilization, anatomy, electricity, and light therapy, sanitation and bacteriology, permanent waving, chemical hair relaxing, haircutting, hair coloring and lightening, superfluous hair removal, electricity and lighting therapy, barbering, men's face shaves, shampooing, hairstyling, finger waving, thermal curling, hygiene and good grooming, professional and personal relations, scalp treatments, wigs, state law rules and regulations and reviewing for the state board written domain testing.

Lab hours give the student practical hands-on experience in hairstyling, permanent waving, hair shaping, manicuring, pedicuring, tinting and bleaching, scalp treatments, facials, and face shaves.

Additional courses are also offered in nail technology and lash extension technology. The 300-hour nail technology course includes, manicuring, and pedicures, and nail enhancements. The 100-hour lash extension course offers classic, volume, and mega volume lash extensions.

ACCREDITATION STANDARDS

USU-E Cosmetology department is accredited by the National Accrediting Commission of Cosmetology Arts and Sciences (NACCAS) or other bodies recognized by the U.S. Department of Education. Each school must maintain and keep the accreditation current. The governing standards established by the accreditation commission includes but are not limited to: (a) Enough of each type of training equipment so that each student has an equal opportunity to be properly trained; (b) laundry facilities to maintain sanitation and sterilization; and (c) appropriate amounts of clean towels, sheets, linen, sponges, headbands, compresses, robes, drapes and other necessary linens for each student's and clients

use. Milady Cosmetology MindTap program completes the curriculum for all aspects of theory programming.

Northwest Commission on Colleges and Universities first approved our merger with Utah State University on June 10, 2011 (Appendix A). On May 9, 2017 we were audited by the Division of Occupational and Professional Licensing and were shown to be in compliance by maintaining all current division of Corporations requirements and current licensing (Appendix B and C). This was completed on August 31, 2017.

EXAMPLES OF GOALS, MEASUREMENTS, AND OUTCOMES

Each course has a clearly defined course syllabus.

The department retains, regularly, community and professionals from the industry to demonstrate and design specialized classes and techniques. This practice allows students to retain a broad range of information by identifying up-to-date state-of-the-art techniques, which goes beyond just the required classes. Advanced private workshops are utilized for explicit techniques. State Board workshops are created, planned, and revised continually to help senior students prepare and pass their Utah State Board Cosmetology exams.

The Cosmetology department retains an effective Advisory Board that provides a link to the community and allows for excellent evaluations and current salon evaluations to incorporate continuity from moving students from the department into salons more effectively.

Summary of Strengths, Deficiencies, and Recommendations

The Cosmetology Department at USU Eastern is committed to developing highly skilled artistic professional stylists in all aspects of cosmetology including skin care specialists, nail technicians, and lash artists.

Goals

- Compile, identify, create, plan and assess all abilities to the highest possible levels.
- Discuss and counsel each student in all opportunities in their chosen field.
- Identify, introduce and implement teaching techniques involved in the latest products, equipment, and styling trends.
- Provide a solid learning environment with a knowledgeable faculty, clean and well-equipped facility, and a continuous clientele for students to employ techniques learned.
- Provide explicit instructions with defined learning intentions to foster independent study.
- Our goal is to create students to be accountable for their learning experience and for instructors to take more of a role as a facilitator.

- Allowing students to self-start and clean salons with independent motivation and gentle encouragement to help transition to salon expectations.
- Identify personal learning intentions daily and self-identify strengths, weaknesses as well as establishing independent goals to show progress on tasks.

Measurements and Outcomes

- Technique boot camps are utilized as a way to identify, discuss, assess and evaluate all aspects of state board identifiers. Instructors utilize this control as a means of computing data to help any students in weak areas.
- Students are re-evaluated at the end of their completion hours in preparation for the Utah State Board of Cosmetology exams. Facilitators evaluate and critique to optimize premium techniques for individualized needs.
- Advanced students will be tested on Utah State Written Domain areas and any weaknesses will be assessed and addressed.
- Students must pass all domain exams with a score of 80% or above to proceed to Utah State Board exams.
- Students will be strengthened in performing fast service techniques once accuracy is obtained. These are timed services and will better prepare students to enter salon settings.

Given the geographic location of USU Eastern, many departments struggle to access important instructional resources. We have implemented the Cengage Milady MindTap program with instructional videos, assignments, role-playing, feedback reports along numerous demonstrations with testing to help complement outside artists' workshops for our students. Student performance and engagement analytics are collected within this digital learning system. This enables students to accomplish well-rounded perspectives of all current testing, trends, revisions to state board testing, and implementation of new techniques.

This program runs at close capacity with a continual waiting list. This is limited by the number of stations available in our lab salon. Sections are usually full and students are afforded the opportunity for individualized attention and close learning relationships with students and faculty. Specialized courses and presentations from outside presenters offer students a unique opportunity for learning and growth.

Annual refreshers of outcomes from faculty and staff at USU-E Cosmetology and salon professionals who work in Utah. This committee discusses concerns with newly licensed professionals and emerging industry information that may benefit the curriculum. The instructors can then assess what changes are feasible now and what could be implemented in the future by examining resources and available assistance.

The following methods of assessment have been revised to improve and identify any areas of weakness:

2021-2022

- Students will complete an annual survey consisting of experiences or concerns within the particular school year, allowing instructors to address these topics and apply any changes for the upcoming school year.
- Students will complete an exit form upon completion of the program. The form will include information such as future career plans, future educational goals, and areas for alternative employment opportunities. This information will provide essential industry data that instructors can utilize for future department initiatives.
- Adjustments have been made to student record keeping. Students will enter daily hours and all lab services performed, using digital forms. These forms generate a spreadsheet that displays the progress of the student. Students also complete a daily performance report showing their participation and sanitation throughout the day.

STACKABLE DEGREES

The Cosmetology is part of USU-E's stackable degrees. The stackable degrees are applied towards Cosmetology AAS, General Technology AAS, Agricultural Science AS, General Studies AS, Technology Systems BS, and General Studies Agricultural BS.

APPENDIX A



8060 165th Avenue NE., Suite 100
Redmond, WA 98052-3981
425 558 4224
Fax: 425 376 0596
www.nwccu.org

June 10, 2011

Dr. Stan L. Albrecht
President
Utah State University
1400 Old Main Hill
Logan, UT 84332

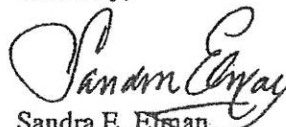
Dear President ~~Albrecht~~ ^{Stan}:

This is to inform you of recent action taken by the Northwest Commission on Colleges and Universities regarding a substantive change proposal from Dr. Michael Torrens dated March 15, 2011, and April 12, 2011, seeking approval for a merger with the College of Eastern Utah, located in Price, Utah. This request was the result of actions taken by the Utah State Board of Regents of the Utah System of Higher Education (Senate Bill 69). The College of Eastern Utah is now known as Utah State University - College of Eastern Utah. The effective date of the merger is July 1, 2011.

The Commission approves this merger as a *substantive change* under Commission Policy A-2, *Substantive Change*. Accordingly, the merger with the College of Eastern Utah is now included under the accreditation of Utah State University.

Thank you for keeping the Northwest Commission on Colleges and Universities apprised of the developments and initiatives at Utah State University. If you have questions, please do not hesitate to contact me.

Sincerely,


Sandra E. Eisman
President

SEE:jmb

cc: Dr. Michael Torrens, Director of Analysis, Assessment and Accreditation

APPENDIX B



State of Utah
Department of Commerce

Division of Occupational and Professional Licensing

GARY R. HERBERT
Governor

SPENCER J. COX
Lieutenant Governor

FRANCINE A. GIANI
Executive Director

MARK B. STEINAGEL
Division Director

May 9, 2017

License Number: 7999290-1104

USU EASTERN
451 E 400 N
PRICE UT 84501

SUBJECT: Audit of Compliance with Requirements

Dear Licensee:

The Barber, Cosmetologist/Barber, Esthetician, Electrologist, and Nail Technician Licensing Act Rule (R156-11a) requires that a school must be currently accredited or in candidate status by the National Accrediting Commission of Cosmetology Arts and Sciences (NACCAS) or another accrediting body recognized by the US Board of Education. You must maintain a current Division of Corporations registration and a current business license. You have been randomly selected for an audit of your compliance with these requirements.

Although you have until September 30, 2017, to submit your documentation, *it is strongly recommended that you submit your documentation early in September or sooner, or you may not be able to renew your license before it expires.* To complete the audit, please take the following steps:

- **Complete the form on the reverse side of this letter;**
- **Gather copies of the following documentation:**
 1. Verification of Accreditation or Candidate Status Confirmation;
 2. Current Corporation's Registration; and
 3. Local jurisdiction's current Business License.
- **Submit the completed form and documentation in one of three ways: (1) via email to doplureau2@utah.gov with "Audit Response" in the subject line; (2) via fax to 801-530-6511 with "Attention Bureau 2" appearing on the cover page; or (3) via regular mail using the enclosed envelope.**

Please note that the curriculum for your type of school must be in accordance with Section R156-11a-700 through 706.

Renewal postcards will be mailed 60 days prior to the expiration of your license. You will not be able to renew your license online until the day after the Division has approved the audit documentation you have submitted. Please review the current statute and rules found under your profession at www.dopl.utah.gov.

If you have any questions about this audit, you may contact the Division at (801) 530-6628 or doplureau2@utah.gov.

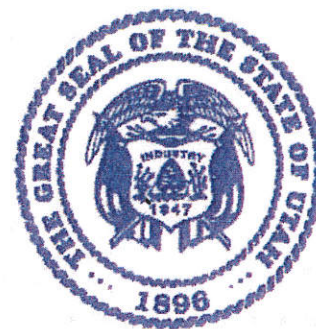
Sincerely,

Allyson Pettley, Bureau Manager

Completed
8-31-17

APPENDIX C

STATE OF UTAH
DEPARTMENT OF COMMERCE
DIVISION OF OCCUPATIONAL & PROFESSIONAL LICENSING
ACTIVE LICENSE



EFFECTIVE DATE: 09/30/2013
EXPIRATION DATE: 09/30/2023
ISSUED TO: USU Eastern
451 E 400 N
PRICE UT 84501

REFERENCE NUMBER(S), CLASSIFICATION(S) & DETAIL(S)

7999290-1104
School

Cosmetology / Barber

DBAs: