Cover Sheet for Academic Program Assessment Plans

Directions: Please complete a separate cover sheet for each academic program of study\(^1\). Feel free to make copies of this sheet if needed. Those graduate programs with an integrated master’s and doctoral program may submit one cover sheet. The department chair and respective dean are to sign before the plans are submitted to the Provost.

Department / Unit: Certificate in Cosmetology Program Applied Technology

Title and Level of Academic Program (e.g., Chemistry, Ph.D.): Certificate in Barbering

When submitting an Assessment Plan, please check and indicate when the faculty endorsed the plan.

- Faculty have met, reviewed, and endorsed the Assessment Plans being submitted for this degree program. Date of Endorsement: 11/6/15

______________________________
Department Chair’s Signature

11-10-15

______________________________
College/School/Branch Campus Dean’s Signature

11/17/18

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\(^1\) Academic Program of Study is defined as an approved course of study leading to a certificate or degree reflected on a UNM transcript. A graduate-level program of study typically includes a capstone experience (e.g. thesis, dissertation, professional paper or project, comprehensive exam, etc.).

University of New Mexico – Assessment

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11/10/2015
A. **College, Department and Date**

1. College: *University of New Mexico Gallup Branch*
2. Department: *Cosmetology Department*
3. Date: *October 26, 2015*

B. **Academic Program of Study**
*Certificate in Barbering*

C. **Contact Person(s) for the Assessment Plan**
*Beverly Begay and Lorraine Aguayo*

D. **Broad Program Goals & Measurable Student Learning Outcomes**

*Students must demonstrate skills to receive licensure for New Mexico State Board of Barber and Cosmetology.*

1. **Broad Program Learning Goals for this Degree/Certificate Program**
   
   A. *Students knowing basic principles of Barbering.*
   
   B. *Students will demonstrate skills of Barbering.*
   
   C. *Students will obtain their licensure and/or employment in Barbering industry.*

2. **List of Student Learning Outcomes (SLOs) for this Degree/Certificate Program**

   A.1. *Students will recognize the basic principles of bacteriology that deals with Barbering.*
   
   A.2. *Students will comprehend the basic principles of safety measures.*
   
   B.1. *Students will understand and perform the skills of Barbering including haircutting, perming, shaving, and hair coloring.*

* Academic Program of Study is defined as an approved course of study leading to a certificate or degree reflected on a UNM transcript. A graduate-level program of study typically includes a capstone experience (e.g. thesis, dissertation, professional paper or project, comprehensive exam, etc.).
C.1. Students will perform basic requirements set forth by New Mexico State Board or Barbers and Cosmetologist, which includes a national examination of a practical and written examination

Assessment of Student Learning Three-Year Plan
All programs are expected to measure some outcomes annually and to measure all priority program outcomes at least once over two consecutive three-year review cycles. Describe below the plan for the next three years of assessment of program-level student learning outcomes.

1. Student Learning Outcomes

Relationship to UNM Student Learning Goals (insert the program SLOs and check all that apply):

<table>
<thead>
<tr>
<th>University of New Mexico Student Learning Goals</th>
<th>Knowledge</th>
<th>Skills</th>
<th>Responsibility</th>
<th>Program SLO is conceptually different from university goals.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program SLOs</td>
<td>A1. Students will recognize the basic of principles of bacteriology that deals with Barbering</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td>A2. Students will comprehend the basic principles of safety measures</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td>B1. Students will understand and perform the skills of Barbering including haircutting, perming, shaving and hair coloring.</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td>C.1. Students will perform basic requirements set forth by New Mexico State Board or Barbers and Cosmetologist, which includes a national examination of a practical and written examination</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>

2. How will learning outcomes be assessed?

<table>
<thead>
<tr>
<th>Assessment of Student Learning Outcome</th>
<th>Program Student Learning Objectives</th>
<th>Assessment</th>
<th>Criteria for Success</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Students will recognize the basic principles of bacteriology that deals</td>
<td>Direct: Unit Exam of multiple choice of 50 questions.</td>
<td>To achieve a score of 75% or better of safety and bacteriology objectives.</td>
<td></td>
</tr>
<tr>
<td>2. Students will comprehend the basic principles of safety measures</td>
<td>Direct: Clinical Evaluations which will be performed during clinic time while working on mannequins or clients</td>
<td>To achieve a score of 75% or better of objectives that pertain to the respective skills</td>
<td></td>
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<tr>
<td>---</td>
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<td></td>
</tr>
<tr>
<td>3. Students will understand and perform the skills of Barbering including haircutting, perming, shaving, and hair coloring.</td>
<td>Direct: Clinical Evaluation done daily and recorded on practical sheet and with a final exam in areas that is required by NM State Board pertaining to practical’s.</td>
<td>To achieve a score of 75% or better of objectives of the pertaining to the respective skills.</td>
<td></td>
</tr>
<tr>
<td>4. Students will perform basic requirements set forth by New Mexico State Board or Barbers and Cosmetologist, which includes a national examination of a practical and written examination</td>
<td>Direct: New Mexico State Testing, that is on a National testing with Professional Credentials Services</td>
<td>Students will achieve a passing score on the National testing on the practical and the written exam with a score of 75% or better.</td>
<td></td>
</tr>
<tr>
<td>5. The program will implement an exit survey to administer at the end of the program in barbering course.</td>
<td>Indirect</td>
<td>Observed only-used for thematic summation.</td>
<td></td>
</tr>
</tbody>
</table>

3. **When will learning outcomes be assessed? When and in what forum will the results of the assessment be discussed?**

[Briefly describe the timeframe over which your unit will conduct the assessment of learning outcomes selected for the three-year plan. For example, provide a layout of the semesters or years (e.g., 2010-2011, 2011-2012), list which outcomes will be assessed, and which semester/year the results will be discussed and used to improve student learning (e.g., discussed with program faculty, interdepartmental faculty, advisory boards, students, etc.)]

<table>
<thead>
<tr>
<th>A2. Students will recognize the basic principles of safety measures</th>
<th>Spring 16</th>
<th>Fall 16</th>
<th>Spring 17</th>
<th>Fall 17</th>
<th>Spring 18</th>
<th>Fall 18</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>B I. Students will understand and perform the skills of Barbering including haircutting, perming, barbering, shaving and hair coloring.</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>C.1. Students will perform basic requirements set forth by New Mexico State Board or Barbers and Cosmetologist, which includes a national examination of a practical and written examination</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
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</tr>
</tbody>
</table>

4. What is the unit’s process to analyze/interpret assessment data and use results to improve student learning?

Each semester Cosmetology Faculty will review students’ performance of skills and written exams with chair or/and dean. Each spring faculty will review the past two semesters data and results of the national testing. Decisions about curriculum will be discussed at that time.
Feedback and Action

Forward to your Annual 2016 Report.

Program Assessment Plan. CARA will

Recommendations and Feedback for the future (e.g., reporting assessment activities and results):

Improvement?

How useful will data be for

Conversations?

Process leads to improvement?

Clear/leads to improvement?

Do pieces align?

Double/standardize?

Make sense?

SLOs clearly measurable?

SLOs high value or convergent?

1. Leads to data or real value?

Guiding Questions

Feedback on immediate actions that are needed before approval:

Assessment Plan Approved

Revision Needed (see first feedback section below)

Decision (check one):

Date of Decision: 11/10/15

Action Deemed by the College Assessment Review Committee (CARG):