

## 2004 – 2005 PLANNING/OUTCOMES DOCUMENT

Name of person(s) completing form:			Connie Gregory Debra Ray	Curriculum/Department:	Manicuring/Nail Technology
<b>Purpose/Mission Statement</b>				<b>Vision Statement, 3-5 years</b>	
The purpose of the Manicuring/Nail Technology program is to prepare the student for employment in the nail industry. The student will have a basic knowledge in all aspects of the manicuring and nail industry.				The manicuring program will work in an up to date facility. They will work with new products and state of the art equipment. While in the manicuring area will see professional looking students working in an environment that portrays a nail salon out in the industry.	
Goal #	Values for Teaching	College Goals	2003-2004 Department Outcomes/Goals	Success Criteria (e.g. outcomes, enrollment increases)	Plan of Action (including resources needed)
1.	1,2,6,7,8,9	2,3,5,9	Graduates from the Manicuring/Nail Technology will successfully pass the State Board Licensing Exam.	80% of the graduates will successfully pass the Licensing Exam	Monitor test results from state licensing board.  We will make sure the students are fully prepared for the exam by providing an environment conducive for learning: this environment will include equipment that is in excellent condition, appropriate supplies and materials, a curriculum with current manicuring techniques and qualified supportive instructors.
2.	1,4,6	2,5	Graduates will be able to find employment in the cosmetology profession.	80% of the graduates will be able to find employment in this field.	Monitor results of a survey of the graduates as conducted as part of the annual program review
3.	1,4,9	1,4,6,8	Employers will be satisfied that graduates have the basic skills in manicuring, pedicuring, and the application of artificial products to the natural nail.	80% of the employers will find that the graduates will have these basic skills from the manicuring program.	Monitor results of a survey of the employers as conducted as part of the annual program review
4.	1,6,7,	1,4,5,7,	Graduates will feel they have basic skills necessary for employment.	80% of the graduates will find that they have the basic skills need for employment in their field.	Monitor results of a survey of the graduates as conducted as part of the annual program review.

<b>Goal</b>	<b>Criteria Results</b> Be sure to utilize most current data available	<b>End of Year Analysis</b> (Goals achieved impact of equipment purchased, improvements to your program, contingencies, etc.) Describe how you used the results to improve your program
1.	Eleven students applied and took the State Board Exam. 100% pass rate was achieved.	Our goal to have an 80% pass rate on the exam was exceeded; we had an 82% pass rate of the State Board Exam. The graduates that did not pass the first time has re-tested, successfully passed and are now licensed. We will strive to improve our graduate's level of performance on the State Board Exam next year.
2.	Only one student is employed in the manicuring field. (50%)	Only five surveys were returned to the college, out of those one is employed in field, two are enrolled in the cosmetology program, and the other two are not employed in field for reasons other than not being able to find employment. There are jobs available in the manicuring field. I have had calls from employers wanting manicurist. These graduates could find employment if they wanted to work in the field.
3.	The survey of the employer was satisfied with the basic skills of the graduated student.	The employer that responded to the survey was 100% satisfied or very satisfied with the basic level of skill the graduate. Indicates that curriculum is effectively meeting the needs of the employers of graduates. Will continue to monitor program of study and adjust as needed.
4.	The survey reflected that the students were satisfied with their training they received at SCC.	The students were 100% satisfied with the level of instruction they received at SCC. They (100%of students) would choose to attend Southwestern Community College again for their training. Indicates that curriculum is effectively meeting the needs of the students. Will continue to monitor program of study and adjust as needed.