

PLANNING/OUTCOMES DOCUMENT

Name of person(s) completing form:		Connie Gregory		Curriculum/Department:		Manicuring & Nail Technology	
Purpose/Mission Statement:				Vision Statement: (3-5 years)			
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.			
Program Strengths:				Program Weaknesses:			
The major strength of the Manicuring/ Nail Technology program is our record of successfully preparing the students to pass the State Board Exam upon graduation from the program.				The lack of clientele base for this program is a weakness. The students must have so many live procedures before they can sit for the exam so we struggle to meet those requirements.			
Program Opportunities:				Program Threats:			
With the opening of two large day spas in our service area along with the nail and beauty salons there is a great opportunity for employment.				There are two community colleges in adjoining counties that also offer this program: therefore they are an obvious threat to our program.			
Goal #	Values for Teaching	College Goals	2007-2008 Department Outcomes/Goals	Success Criteria (e.g. outcomes, enrollment increases)	Plan of Action (including resources needed)		
1	2, 6	1	Graduates from the Manicuring/Nail Technology program will demonstrate their understanding of correct manicuring and pedicuring procedures necessary for professional practice by passing 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	2,6	1 2	Students will demonstrate a basic understanding of the practical procedures of manicuring.	80% of final semester students will demonstrate competency in all procedures in the manicuring/ nail technology program scoring at least a "3" average on the competency checklist.	Monitor the competency based checklist that will be used to determine improvement of the student's procedures through out the 300 hour program.
3	2,6	1 2	Students will demonstrate a basic understanding of the practical procedures of applying various types of artificial nail enhancements and fortifications.	80% of the graduating students will show basic competency in all procedures pertaining to artificial nail enhancements and fortifications by scoring at least a "3" average on a competency based checklist.	Monitor the results of a competency based checklist for procedures pertaining to nail enhancement with artificial product. The nail trainer hand will help to prepare the student for this goal.
4	2,6	1 2	Students will demonstrate a basic understanding of the practical procedures of pedicuring.	100% of final semester students will demonstrate the ability to satisfactorily perform all practical procedures for a basic pedicure with a foot and leg massage.	Monitor the competency based checklist that will be used to determine improvement of the student's procedures throughout the 300 hour program.

Budget Item Description: (Budget items requested from college funds)	Current Year Budget (Total Request) :	Ongoing Operational Budget :	Expansion Budget :
Supplies-Consumable supplies for the manicuring program, initial start up supplies and 12 nail trainer hands	\$3820.00		
Equipment-			
Travel-			
Program Accreditation-			
Other-			
TOTALS	\$3820.00		

Goal	Criteria Results Be sure to utilize most current data available	End of Year Analysis (Goals achieved impact of equipment purchased, improvements to your program, contingencies, etc.) Describe how you used the results to improve your program
1.	We had a 100% passing rate of the State Board Exam. (State Exam Rates)	We have exceeded our goal for the pass rate of the exam. We will strive to keep our pass rate up next year. Results indicate that curriculum effectively prepares students for professional licensure.
2.	100% of the students had a "3" or higher on the competency checklist for a basic procedure in manicuring. (competency checklist)	We will strive to teach each student the basic manicuring procedure before graduation from the program. On the student survey a student did not feel she received enough information in the program although she did have a basic skill level because she did pass the state board exam. I do think we need to work at getting more clients so they can practice more on clients. Sometimes with the program being at night I feel they do not have the same advantage if it could be offered in the day with our cosmetology clientele. We are going to work on getting more clients for the next class. Hopefully that will not happen again.
3.	100% of the students had a "3" or higher on the competency checklist for a basic procedure in applying artificial nail enhancements and fortifications. (competency checklist)	We will continue to strive to teach each student the basic procedure for applying artificial nail enhancements and fortifications before graduation from the program.
4.	100% of the students had a "3" or higher on the competency checklist for a basic procedure in pedicuring. (competency checklist)	We will continue to strive to teach each student the basic pedicuring procedure before graduation from the program.