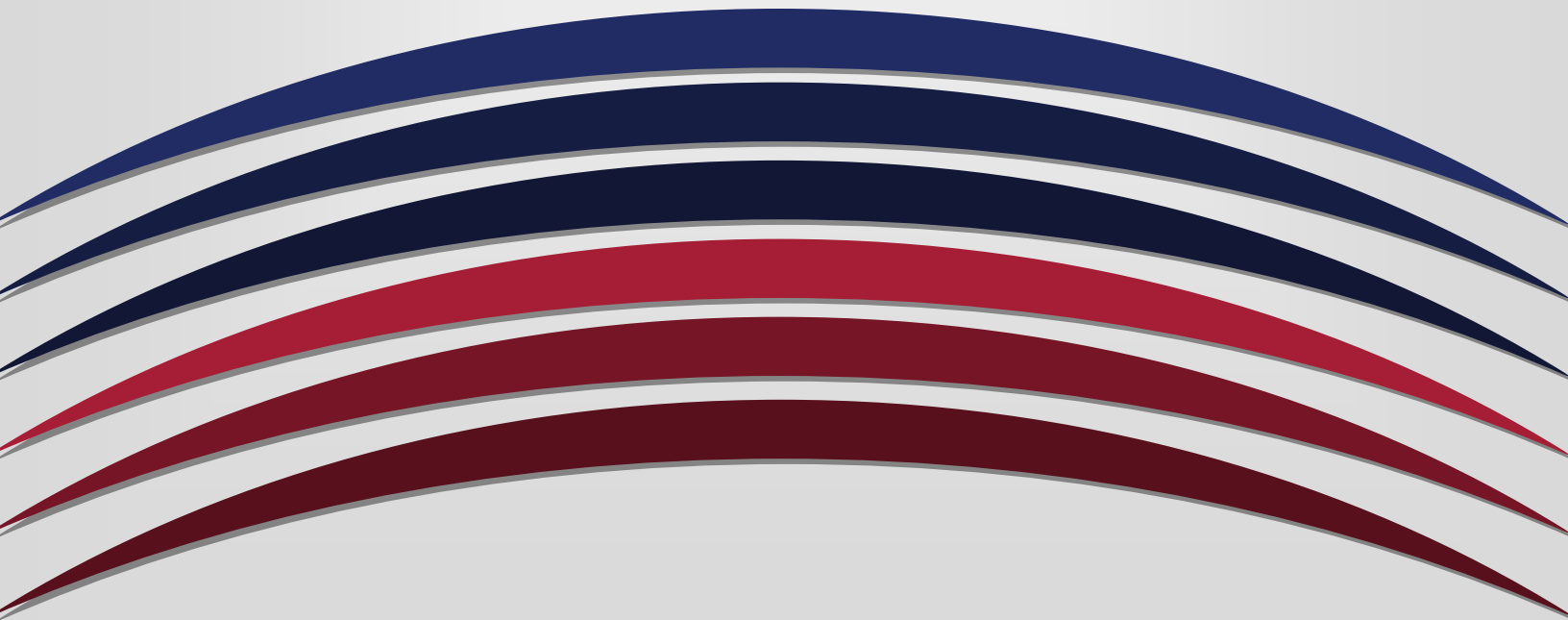


# UNIVERSITY OF ARKANSAS PULASKI TECH

## Assessment Report: Program Level

The University of Arkansas – Pulaski Technical College calls for each program (AS, AA, AAS, CP, and TC) to have an assessment plan for each academic year that includes the following:

- Program learning outcomes
- Procedures for assessing the achievement of student learning
- Procedures for analyzing and interpreting assessment results for the continuous improvement of the program.



## Part A: Identification and Student Learning Outcomes

1. Name of program: Cosmetology

2. Name of individual compiling report: Leslie Beth Jackson

3. Date of submission: April 23, 2021

4. Academic year: 19-20

5. Is the assessment plan

☐ an initial plan for the program

☒ a revision of an old plan

☐ unaltered from previous year

6. The Cosmetology program trains Post-Secondary students to be industry ready cosmetologists, estheticians and nail technicians who are prepared to be successful and competitive practitioners in the local region. Cosmetology students receive high-quality education and are able to develop to their fullest potential.

- **The Cosmetology students will be able to demonstrate how to massage the arm properly during a manicure service at 75% accuracy by the end of the program.**
- **The Cosmetology students will demonstrate proper infection control and sanitation procedures for a minor cut on their thumb and/or client forehead during a mock-client service at 75% accuracy by the end of the program.**
- **The Cosmetology students will demonstrate proper roller base placement during a wet set service at 75% accuracy by the end of the program.**

7. Complete the curriculum map below. Please mark an X in the map below to indicate which courses correspond with learning outcomes. If applicable, you can also use I, D, or M to indicate that a learning outcome is introduced, developed to foster more sophistication, or demonstrated at a level of mastery acceptable for graduation within the program. Additional courses may be marked with an R to indicate reinforcement of a program learning outcome.

List all

supporting courses			
	<b>PLO #1</b>	<b>PLO #2</b>	<b>PLO #3</b>
<b>COSM 1113: Principles of Hair Care</b>	X-I-D-M-R- The Cosmetology students will demonstrate proper roller base placement during a client service at 75% accuracy by the end of the program	X-I-D-M-R- The Cosmetology students will be able to demonstrate how to massage the arm properly during a manicure service at 75% accuracy by the end of the program	X-I-D-M-R- The Cosmetology students will demonstrate proper infection control and sanitation procedures for a minor cut on their thumb and/or client forehead during a client service at 75% accuracy by the end of the program
<b>COSM 2106: Cosmetology Applications</b>	X-I-D-M-R- The Cosmetology students will demonstrate proper infection control and sanitation procedures for a minor cut on their thumb and/or client forehead during a client service at 75% accuracy by the end of the program		
<b>COSM 2112: Final Phase Practicum</b>	X-I-D-M-R- - The Cosmetology students will be able to demonstrate how to massage the arm properly during a manicure service at 75% accuracy by the end of the program	X-I-D-M-R- The Cosmetology students will be able to demonstrate how to massage the arm properly during a manicure service at 75% accuracy by the end of the program	X-I-D-M-R- The Cosmetology students will demonstrate proper infection control and sanitation procedures for a minor cut on their thumb and/or client forehead during a client service at 75% accuracy by the end of the program

#### 8. How does your assessment report connect to institutional learning outcomes?

Each PLO is connected to ILO by definition of each category listed below during the course of the program.

- ✓ ILO #1 – Information Literacy
- ✓ ILO #2 – Technology Literacy
- ✓ ILO #3 - Communication
- ✓ ILO #4 – Critical Thinking
- ✓ ILO #5 – Quantitative Reasoning

- ✓ ILO #6 – Cultural Awareness
- ✓ ILO #7 – Professionalism

## Part B: Assessment Methods and Data Sources

In this section of the assessment plan, learning outcomes for the program will be defined. Also, assessment methods and data sources for each outcome must be defined. Follow the instructions below to define and relate the program learning outcomes.

1. Complete the chart below or attach documentation of the assessment process that includes the data included below.

Program Learning Outcomes	Course	Assessment Method and/or Data Source
The Cosmetology students will demonstrate proper roller base placement during a client service at 75% accuracy by the end of the program	<b>COSM 1113: Principles of Hair Care</b>	Program Rubric
The Cosmetology students will demonstrate proper infection control and sanitation procedures for a minor cut on their thumb during a client service at 75% accuracy by the end of the program	<b>COSM 2106: Cosmetology Applications</b>	Program Rubric
The Cosmetology students will be able to demonstrate how to massage the arm properly during a manicure service at 75% accuracy by the end of the program	<b>COSM 2112: Final Phase Practicum</b>	Program Rubric

2. Please check or highlight any of the statements below that apply to your program assessment. Also, for each program outcome, if applicable, attach any assessment instruments, grading rubrics, or exemplars of student performance used at the program level.
  - ✓ Rubrics and/or standardized tests were pilot-tested and refined.
  - ☐ Rubrics were shared with students.
  - ☐ Reviewers were calibrated with high inter-rater reliability or norming workshops.
3. Also discuss any additional data sources that may be used to gauge success (e.g. charts, graphs, surveys, rates).
 

**Data sources come directly from testing rubrics used during progress through the program and from final practicum assessments.**

4. Describe the process of analyzing the assessment data, including specifically discussion of results and collaboration among faculty in the program, for the last academic year. Also, check below any of the following statements that apply to your program assessment.

-Faculty will discuss final practicum results to make appropriate changes to support future student learning.

✓ Comparative data used when interpreting results and deciding on changes for improvements.

✓ National standards, collaboration with sister programs and/or research data were used to ensure the program was held to high standards.

5. Complete the chart below or attach documentation of the assessment results that includes the data included below. Results should include total number of students assessed, the distribution of scores, relevant and detailed interpretation, student strengths and weaknesses, and whether the target was met.

Program Learning Outcomes	Assessment Results/Conclusion
1. The Cosmetology students will demonstrate proper roller base placement during a client service at 75% accuracy by the end of the program	Supporting Documents Attached
2. The Cosmetology students will demonstrate proper infection control and sanitation procedures for a minor cut on their thumb during a client service at 75% accuracy by the end of the program	Supporting Documents Attached
3. The Cosmetology students will be able to demonstrate how to massage the arm properly during a manicure service at 75% accuracy by the end of the program	Supporting Documents Attached

6. Describe your use of results, including planned improvements to the program and/or any follow-up studies that confirmed that changes have improved student learning.

**Comparison of results of practical practice exams with the actual licensure exams to identify changes that need to be made to improve student learning.**

7. What specific changes were implemented this year based on last year's results?

**Teacher lead verbal walk-through and live demonstration of each PLO with students to more thoroughly prepare them for the final phase licensure practicum.**

8. What specific budgetary resources are needed for your program based on your assessment results?

**The Cosmetology program and students would prosper from additional Full and/or Part-time help in varies areas and additional lab funds, as deemed necessary, to support lab training and equipment/products to more thoroughly prepare students for final phase licensure practicum.**

9. Please write any additional information here that you think is pertinent to the assessment process for your program that assists stakeholders (i.e. administrators and standing committees) in understanding your report.

**Detailed verbal walk-through, live demonstration, and description of rubric requirements for each PLO with students to support their learning and understanding to better prepare them for the final phase licensure practicum.**

### Attachments:

### Program Rubrics Below:

#### Massage Movements Rubric:

SCORING: TASK PERFORMED CORRECTLY CHECK YES: TASK PERFORMED INCORRECTLY CHECK NO

SUBJECT: MANICURE- 0.5 POINT FOR EACH TASK (5 POINTS POSSIBLE)

- use bowl 2x

BRIEFING: Please listen carefully. If you do not understand any part of these instructions please ask questions.

- You are to set-up your work area for a manicure service
- You are to remove the polish from your model's nails
- You are required to manicure the nails of one hand which includes performing a hand & massage, & polishing the nails with RED polish
- You will have 20 minutes to perform these task you will be informed when you have 10 minutes remaining
- The directions will be repeated
- You may begin

APPLICANT NUMBERS ( 0.5 point possible for each question)										
MANICURE	Y	Y	Y	Y	Y	N	N	N	N	N
1 Did the candidate sanitize the table & hands before & after the manicure service										
2 Did the candidate remove polish properly and effectively										
3 Did the candidate use nail file properly and effectively										
4 Did the candidate use cuticle pusher properly and effectively										
5 Did the candidate execute hand and arm massage properly ( effleurage, petrissage, Friction, vibration, and percussion)										
6 Did the candidate use brush and finger bowl properly and effectively										
7 Did the candidate properly apply red polish with smooth & even strokes										
8 Are the finished nails free of streaks & are cuticle areas free of polish										



### Wet Hairstyling Rubric:

- You are to roll three (3) rollers on the top section of the head
- You will roll one on-base roller, roll one half-on-base, and roll one off-base roller
- Are there any questions
- You will have 10 minutes to complete this task, you will be informed when you have 5 minutes remaining
- The instructions will be repeated
- You may begin

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FOR SCHOOL USE ONLY:	APPLICANT NUMBERS											
TOTAL TASKS PERFORMED CORRECTLY/INCORRECTLY -	8											
POINTS POSSIBLE FOR EACH TASK -	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5
MULTIPLY TOTAL TASKS TIMES POINTS POSSIBLE -	4											
(Wet hairstyling )												

### Blood Exposure Rubric:

**SCORING:** TASK PERFORMED CORRECTLY CHECK YES: TASK PERFORMED INCORRECTLY CHECK NO

**SUBJECT:** BLOOD EXPOSURE DEMONSTRATION – 1 POINT FOR EACH TASK (5 POSSIBLE)

**BREIFING:** Please listen carefully. If you do not understand any part of these instructions please ask questions

- a) You are to demonstrate the blood exposure procedure
- b) You will imagine the following scenario: You have sustained a minor cut to your thumb during a procedure  
Your work area has not been contaminated and the client was protected. You will demonstrate the proper blood exposure procedure
- c) Are there any questions
- d) The instructions will be repeated
- e) You may begin

APPLICANT NUMBERS ( 1 point possible for each question)												
<b>BLOOD EXPOSURE</b>	Y	Y	Y	Y	Y	N	N	N	N	N	N	N
1 First aid kit is present and properly labeled												
2 Did the candidate remove materials from kit before treating affected area												
3 Did the candidate treat affected area with antiseptic												
4 Did the candidate cover the affected area with bandage and glove or finger guard placed on treated area												
5 Did the candidate follow proper sanitary procedures throughout phase and properly dispose of all materials												





FOR SCHOOL USE ONLY:	APPLICANT NUMBERS											
TOTAL TASKS PERFORMED CORRECTLY/INCORRECTLY -	5											
POINTS POSSIBLE FOR EACH TASK -	1	1	1	1	1	1	1	1	1	1	1	1
MULTIPLY TOTAL TASKS TIMES POINTS POSSIBLE -	5											
(Blood Exposure)												

### Final Practicum Data Report:

Enter the start and end date for the Exam results you would like to view then click the Search button.

Start Date	07/01/2019		To End Date	06/30/2020				
ID #	First Name	Last Name	Practical	Written	State Law	Date	Course	License
			89			1/27/2020	Cosmetology	160319
				84		2/25/2020	Cosmetology	160319
			88	87		10/7/2019	Cosmetology	158666
				94		12/16/2019	Esthetician	159428
			99			12/18/2019	Esthetician	159428
				85		10/7/2019	Cosmetology	159025
			84			11/14/2019	Cosmetology	159025
				92		1/24/2020	Manicure	159974
			93			1/31/2020	Manicure	159974
			86			12/9/2019	Cosmetology	162620
				89		2/21/2020	Manicure	160285
			82			2/27/2020	Manicure	160285
			92			7/24/2019	Cosmetology	157461
			86			8/15/2019	Cosmetology	158865
				84		10/23/2019	Cosmetology	158865
				90		9/19/2019	Cosmetology	158478
			94			9/27/2019	Cosmetology	158478

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