

CNM ANNUAL STUDENT LEARNING ASSESSMENT REPORT

Due to the Student Academic Assessment Committee by October 15



PART 1: REPORT INFORMATION

Report Year and Contact Information			
<u>2017-2018</u> Academic Year	<u>Gayle S. Anderson</u> Contact Person	<u>Gstewart3@cnm.edu</u> CNM Email	<u>50695</u> CNM Office Extension

Subject of this Report
HWPS--COS_AAS--Cosmetology

PART 2: CONTEXT IN WHICH THE ASSESSMENT TOOK PLACE

Program/Area Highlights and Successes
<p>(Wherever applicable, include course completion rates, job placement outcomes, and licensing examination pass rates. See the program information dashboard at https://livecnm.sharepoint.com/sites/Dashboards/SitePages/Program%20Information%20Dashboard.aspx (access restricted to CNM employees) and other reports at https://www.cnm.edu/depts/opie.)</p> <p>The Cosmetology Program continues to produce quality graduate, prepared to leave the program and enter the industry. Graduate total for this academic cycle is 24 individuals. The pass rate is 100%, the graduates that registered for and completed the practical phase and 94% for the written examination. All 24 graduates are licensed to practice in New Mexico. Our continuing goal is to prepare students to achieve skills of entry level or greater to facilitate a successful lucrative career.</p>

Changes Implemented During the Past Year in Support of Student Learning
<p>Focus on evaluation processes to assure students become familiar and build confidence in skills to be evaluated within the program and preparation for licensure exam. Be aware of, and explore ways to assist ESL students and their special needs to be successful passing the written evaluation for licensure, the first attempt.</p>

PART 3: REPORT ON ASSESSMENT OF STUDENT LEARNING

Assessment Method	Type of Assessment Tool	Population or Course(s) Assessed	Graduate Learning Outcome(s) Assessed	Mastery Level (E.g., "Minimum score of 3 on a rubric scaled 0-4" or "Minimum score of 75%")	Targeted % Achieving Mastery	Outcome
Weekly assignments	Direct & Internal	COS 2692 Fall 2017, Spring 2018	SL # 1 Practice skill through client service and self-directed assignments	Student will pass with 75% or greater score.	94%	Target met
The Practical Exam for skin/nail services is the portion of the NIC state board exam that pertains just on skin and nail steps of the examination.	Direct & External	COS 2692 Fall 2017, Spring 2018	SL # 2 Demonstrate manicuring and pedicuring skills, including client consultation, protection and safety	Student will pass with 75% or greater score.	95%	Target met
Practical Exam for Hair services is the portion of the NIC state board exam that pertains to all of the steps for Hair services.	Direct & Internal	COS 2692 Fall 2017, Spring 2018	SL # 3 Develop and demonstrate skills in skin care, facials and client recommendations	Student will pass with 75% or greater score.	97%	Target met
Client Surveys of Student Performance in the salon setting. Communication rubric.	Direct & External	COS 2590 Fall 2017 Spring 2018	SL # 4 Establish patterns of client communication that lead to client retention	Student will pass with 75% or greater score.	95%	Target met
Extern Site Provider Surveys of Student Performance	Indirect & External	COS 2590 Fall 2017 Spring 2018	SL # 5 Identify and work with designated salon representative in observing and aiding with salon skills/discipline	Student will pass with 75% or greater score.	100%	Target met
The team observation paper pertains to the students' experience during the internship.	Direct & Internal	COS 2590 Fall 2017 Spring 2018	SL # 6 Complete an observation paper that includes the retail portion of the business salon industry	Student will pass with 75% or greater score.	100%	Target met

Summary of Assessment Findings

Students in the Cosmetology program continue to perform at above average percentages and a high level of performance. Averages of Fall 2017 and Spring 2018 range from 93% (low end) and 98%. The Fall 2017 group attained slightly lower scores than Spring 2018. Both groups have exemplary performance at CNM and as reflected in the licensure and practical exam pass rate of 100%. Student groups are never static, there are differences in learning styles, personalities, and personal drive/motivation that can and do influence student learning outcomes.

Interpretation of Assessment Findings

We can always strive for a better more expedient way to teach our students and to assess their skills. Rubrics are valuable and will be incorporated in next year's Spring term of 2019 to assess skill at the midterm level and slightly higher advanced level at term end. This enables the student to excel at entry level and beyond in the Cosmetology industry. We will also be conducting the mini board mock state board practical examinations exactly as a state board exam is held. Our students have a 95% and higher examination percentage when they test for boards and we attribute this to our numerous mini board exams we perform at CNM.

Action Plan in Support of Student Learning (Describe changes to be made that are based at least in part on the assessment interpretation. If the assessment did not yield useful information, describe changes to be made in the assessment methodology and/or criteria.)

Continue to focus on the program's six Student Learning Outcomes to be examined for the next academic year. Develop a Portfolio Criteria at a more advanced level designed for skills at the 4th term or senior term level. Explore possible modifications to support learning; Plan, study and consider implementing tools to assess 4th term student learning. We will continue to explore ways to serve ESL students more effectively; the only issue with pass/fail rate for the computer based exam have occurred with ESL students. Attaining the highest performance and sending highly qualified graduated into the industry will always be our ultimate goal.

Please select all of the following that characterize the types of changes described in the above action plan:

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| <input checked="" type="checkbox"/> Assessment criteria revision | <input checked="" type="checkbox"/> Assessment methodology revision | <input type="checkbox"/> Assignment revision |
| <input checked="" type="checkbox"/> Budgetary reallocation | <input type="checkbox"/> Change in teaching approach | <input type="checkbox"/> Course content revision |
| <input checked="" type="checkbox"/> Curricular Revision | <input checked="" type="checkbox"/> Faculty training/development | <input type="checkbox"/> Process revision |

Recommendations, Proposals, and/or Funding Requests

We need to revise a number of items contained in the beginning student kits. Pivot Point International provides the kits and currently they contain items that the students rarely use and are missing vital tools that we need in the kit. That might change the cost of the basic student kit. Current kit has very few Nail supplies and supplies in current kit are inferior. New Nail tech program has a basic kit using "Young Nails" brand. This kit should also be incorporated into the basic Cosmetology kit so that students are not forced to buy the extra tools that they absolutely need to learn.

Budget Needed

\$350.00 per kit should cover cost of upgrades.

PART 4: REMAINING YEARS IN CURRENT ASSESSMENT CYCLE PLAN (including any revisions) – **OR -- UPCOMING ASSESSMENT CYCLE PLAN** (if this was the final year)

Years of Full Cycle	Next Year's Assessment Focus (Describe how the next planned assessment is expected to provide information that can be used toward improving student learning.)
2018-2019	To Involve the students and Cosmetology program in competitions such as skills USA. To start a Cosmetology club with our first term class and elect a President, Vice-President, Treasurer and Secretary so the 4th term students can have activities that generate funds, and receive funding with the school towards events such as the final project fashion/hair show. To up the skill level in which the Practical examinations are held at the skill level of actual State Board examinations.

Graduate Learning Outcomes to Be Assessed	Years in which Assessment Is Planned	Population/Courses to Be Assessed	Planned Assessment Approach
SL # 1 Practice skills through client service and self-directed assignments	2018-2019	COS 2692	Refine and upgraded weekly self-directed assignment sheets for 4th term.
SL # 2 Demonstrate manicuring and pedicuring skills, including client consultation, protection and safety	2018-2019	COS 2692	Continue to test with required steps put forth by national board testing service. NIC testing provides the parameters by which students will pass the state board testing.
SL # 3 Develop and demonstrate skills in skin care, facials and client recommendations	2018-2019	COS 2692	Continue to test with required steps put forth by national board testing service. NIC testing provides the parameters by which students will pass the state board testing.
SL # 4 Establish patterns of client communication that lead to client retention	2018-2019	COS 2590	Provide rubrics for assessment and surveys
SL # 5 Identify and work with designated salon representative in observing and aiding with salon skills/discipline	2018-2019	COS 2590	Instructor visits each salon site of each student no less than 3 times with the semester and assesses student's performance.
SL # 6 Complete an observation paper that includes the retail portion of the business salon industry	2018-2019	COS 2590	Observation paper - This is required and included in the online portion of the course COS 2590 externship/practicum that is 30% of the student's grade.