

2019-20 Wellness Annual Program Plan

I.A. Program Profile: Purpose

Describe the program(s) to be reviewed. What is the purpose of the program and how does it contribute to the mission of Skyline College?

Narrative

1. **Our mission** of the Skyline College Wellness Program and our Massage Therapy Certificate is to inspire mindful and sustainable health and well-being associated with lifelong learning and wellness.
2. **Our goal** with our Massage Therapy Certificate, within the Wellness Program, is designed to provide students and professionals alike with well-rounded, current, entry-level knowledge, skills and academic depth necessary for massage therapy positions that bridges academics and real-world proficiencies in a variety of settings. This is aligned with Skyline's cultivating a culture of innovative, creative, and entrepreneurial spirit which is truly dedicated to providing our students with innovative curriculum with well-rounded quality of education, increased student marketability, and economic viability.
3. **Empowering students** with curriculum promoting student success and expanding individual perspectives integrating global worldviews. This embraces cultural diversity, preserving cultural heritage, traditional knowledge and philosophies with which they are based. These are foundational principles of holistic/integrative health associated and lifelong wellness. This reflects our profession, student/faculty demographics, our community, spa/clinical environments and various integrative healthcare therapists/professionals our students will be working with and collaborating. These perspectives prepare students to be culturally sensitive, ethical and participatory members of our increasingly global society.
4. **Prepare students for personal and professional success** in different aspects of their lives beyond college and we feel these all represent the mission, vision and values of Skyline College.

Associated Objectives

[1093-Application Fee for CAMTC School Re-approval Status](#)

I.B. Program Planning Team

Annual program planning is intended to be a collaborative process which promotes dialogue and reflection. Please identify all individuals who contributed to or shaped the narrative. Include names and the title or role of each person.

Narrative

Dr. Ronda Wimmer, Professor, Wellness Program

Dr. Kate Egan, Adjunct Faculty, Wellness Program

II.A. Analysis: Progress on Prior Program Objectives (Goals) and Activities

Describe the progress made on previously established program objectives (goals) including identification of achievements or areas in which further effort is needed. New programs which have not yet established CPR/APP objectives should discuss progress on program implementation or activities.

Narrative

1. Minimize Students Out of Pocket Expense

- a. **ExamCoach** – The renewal for our ABMP membership is \$150 per year paid by the department.

ExamCoach was being implemented as part of the “required texts and/or references” for class. That has since transitioned to students purchasing ExamCoach through the Skyline College bookstore during the spring semester.

- b. **Books** – implemented online texts when possible; however, this is a very specific profession currently with extremely limited OEI resources.
- c. **Table** – solution – we are continuing with group discounts through specific companies can be implemented and students buy tables through Amazon and Craigslist as well.

2. Student access to tutoring, open lab, and make-up hours outside of class

Originally, we were able to implement this type of student support with additional lab assistance due to one full-time faculty already handling additional workload involved with the external requirements of the Wellness Program’s Massage Therapy certificate. This is not sustainable for one faculty member! The assistance provided has been inconsistent. WELL was suppose to get a permanent part-time lab assistant; however, that position was implemented within cosmetology.

This also brings into light how can the Wellness Program grow being under cosmetology if budget and personnel are always considered less than with LOAD. Especially, when it is very clear that the massage therapy certificate has a limited number of students given the lab component teacher to student ratio being fixed. This represents a much lower number of students than the 30 student maximum. Implementing the WELL program with the same parameters as cosmetology hampers WELL growth, viability and ability to gain much needed personnel to become student ready that supports our student’s success.

3. **Curriculum refinements** – these are always part of the process to see what works and what could be better. Bottom line programs can always be better.
*Timeline: ongoing

Curriculum maintains alignment around National standards developed by a coalition of industry professionals (Entry Level Analysis Project (ELAP) The Core: Massage Therapy Entry-Level Blueprint for industry standards), MBLEx, and professional expertise.

4. **Entry-level Exam** – most commonly taken exam is the (MBLEx) which is an exam that reflects national massage therapy entry-level standards implemented and accepted in 45 of the 47 other states requiring entry-level exam. MBLEx drives academic depth beyond CAMTC minimum requirements – this exam is clinical/therapeutic based unifying the entry level standards that is aligned with health care professions. This is not any different than a Physical Therapy Assistant Program, Occupational Therapy Assistant Program, Athletic Training Certification, Nursing, Physical Therapy, Surgical Technology, Respiratory Care among many others requiring passing an exam associated with entry-level standards before entering the profession. Unfortunately, there have been many schools with students not passing the MBLEx. In part because the instructors themselves do not have the education to teach to the academic rigor that is expected as part of the entry-level requirements associated with the most commonly taken exam (MBLEx). This is due to the varying education levels (70 hrs – 900 hrs) implemented in n the Bay Area. Thus, the academic rigor of the instructor also represents this population in many cases. Other potential variables include test taking anxiety, English as a second language, and students intimidation by this exam.

Currently, Gov. Brown signed bill SB 1480 – regarding MBLEx requirement – “...nonoperative commencing on Jan 1, 2019, and shall become operative on Jan 1, 2021.”

5. **Target marketing advertising**
 - a. Requesting institutional support in this effort: publicity, web page enhancements that is aligned with other CTE programs websites and specific program representation institutionally, update information, meet CAMTC compliance, update faculty specific within WELL, addition of program specific PSLO’s, Q & A section addressing changes in regulations over the past few years, among others. This is unrealistic and certainly not sustainable that the recruitment, outreach, advertising be done solely by the department’s only full-time faculty member for Wellness especially given the additional workload in order to maintain external requirements for the massage therapy certificate.

6. Website Update, Enhancements, Informational Restructure

- a. Currently our website still does not meet professional standards, scope of practice and is not in CAMTC compliance.
- b. 2018/2019 – website continues to present wellness under cosmetology. The program would like to position itself well within its Meta Major, particularly in terms of wellness being related to health care and our Wellness Programs/Department Massage Therapy Certificate as a stepping stone within that house to introduce students to some of the other degrees within the Meta Major.

Marketing - this website is supposed to be the hub for accessing accurate information about our WELL Program. So far for the past four years, especially since 2016 and has continued throughout 2018/2019 academic year. This has been challenging for our wellness department since barriers have been placed on making changes to this website. This is problematic because if LOAD is an issue then advertising is a major factor and our website is the first place, for accessing this information regarding this program for our potential/current/former students and anyone else interested in learning about our WELL Program.

- c. 2018/2019 academic year departmental alignment with COSM, as if it is one program, is confusing for our students in finding courses, faculty, and specific inquiry related to the changes in laws that have taken place statewide and within local municipality. The goal is to create ease and efficiency in navigating our WELL Program to get quick information. This currently is not the case as this website contains inaccurate and inconsistent information confusing for anyone wanting to gain information about our Wellness program and associated certificate.
- d. It is imperative to understand that colleges and universities, nationally and internationally, also reference our website for students applying to a 4 year college/university and/or graduate schools, and/or private schools, students moving to other states to meet that states specific requirements, students continuing their education at other CAM/Integrative Medicine schools and want to identify the students foundational knowledge. The reality for our profession is that academic expectations associated with health care professions are not “perceived” as equivalent to cosmetology professions and this negatively impacts our students, recruiting of students, and success of our program.
- e. Logic many academic programs, especially those that are impacted, want students to identify, as part of their application process, what other related experience these applicants acquired in addition to the presented degree. Massage therapy is pursued by many of our students because it is directly related to various health care professions. Primarily due to palpation,

assessment skills, injuries and manual therapy treatment strategies overlap many traditional and non-traditional health care professions alike.

7. Scope of practice

- a. There continues to be a dis-connect ramping up over 2018/2019, even when educated otherwise, within this department regarding scope of practice and external regulations that govern associated implementation and limitations. These lines are and have been blurred in this department prior to my arrival. For our WELL Program this dis-connect creates a major barrier regarding the standards and implementation of “massage” through the lens of the cosmetology profession. Massage is “perceived” as equivalent within this department, division, and administration. Legally they are not via scope of practice, professional standards, and State/local laws. This has been challenging for the WELL Program to rise above this embedded “perception” for the past 5 years. This is evident with advertising, our website, departmental implementation and organization, tenure track committees (cosmetologists considered discipline experts for our profession), titles for our temporary lab assistants as “COSM Aide” yet massage as practiced by a massage therapist does not fall under cosmetology licensure. Cosmetology is not part of our scope of practice nor professional standards, and identified as distinctly different by State/local laws. The CAMTC School Approval Renewal Application process was handled with the same assumptions, from the perspective of cosmetology, rather than the laws and regulations that are distinct to the massage therapy profession. My intent is to provide an example that clarifies WELL position: an example to provide a comparison, please no disrespect intended by any means to either professions and/or their personnel, surgical technology does not make discipline specific and/or external governmental regulatory decisions for the automotive profession this is institutionally, professionally and academically inappropriate.
- b. This continues to pose a dilemma for our Wellness Program if the goal is to increase LOAD since this directly impacts our enrollments, student readiness, student success, and success of this program/department. We can collaborate and make a ‘win-win’ situation; however, this mentality needs to be addressed and clarified as it is a professional standards and scope of practice legality dictated by state/local laws. It is also an institutional miscalculation and/or oversight aligning and equating these two professions as equivalent from a business perspective instead of an academic and professional perspective. Especially since the local laws were very clear well before my arrival on this campus.
- c. We continue to request institutional support and budget from administration specific for the WELL Program that is in line with the massage therapy profession, scope of practice state/local laws in order to be student ready that is independent of cosmetology budget.

8. Address issues of disproportionate students

- a. Decreased in male students compared to last year.
- b. Increase in Black – Non-Hispanic and Filipino students in our program compared to last year.

9. Distance education

- a. Continue to implement availability of hybrid and online courses WELL 760, 742, 765 for the past year.

10. Strengthen Equity and Social Justice

- a. We continue to empower students with curriculum promoting global worldviews embracing cultural diversity, preserving cultural heritage, traditional knowledge and philosophies with which they are based. These are foundational principles of holistic/integrative health associated and lifelong wellness. This reflects our profession, student/faculty demographics, our community, spa/clinical environments and various integrative health care therapists/professionals our students will potentially pursuing as professional careers, be working with and/or collaborating. These perspectives prepare students to be culturally sensitive, ethical and participatory members of our increasingly global society. These valuable skills promote student success in general as well as sustainable health and wellness associated with lifelong wellness and learning.

Associated Objectives

[1092-Adjunct Faculty](#)

[1093-Application Fee for CAMTC School Re-approval Status](#)

[1097-Equipment Portable LCD projector and projector screen](#)

[1094-GLcode #1310 Instructional Assistant](#)

[1096-Instructional Equipment](#)

[1098-Maintenance of Current Equipment](#)

II.B. Analysis: Program Environment

Describe any recent external or internal changes impacting the program or which are expected to impact the program in the next year. Please include when the specified changes occurred or are expected to occur.

Narrative

External changes:

1. State laws

- a. **June 2018** – CAMTC re-approval application submitted by departmental administration. (This was due Dec 31, 2017).
- b. **July 1-Aug 9, 2018** – Lapse in CAMTC school approval status. (Negatively impacted our student's accumulated hours)
 - a. Lapse in school approval status negatively impacted our students since departmental administration did not get the application turned in on time. As a result Skyline College had a lapse in CAMTC school approval status.
 - b. There were repercussions that impacted our students since half of the hours that the students accumulated during summer 2018 courses could not be used for CAMTC accumulated hours because we were an un-approved school during that time frame.
 - c. WELL 714 is an online class that is taught beyond the initial core courses that are part of the initial 500 hours. CAMTC does not accept online hours as part of the first 500 hours of the curriculum.
 - d. The hours that were unable to be accumulated for CAMTC Certification as a result of the lapse, for many students, needed to be made-up in order to meet the CAMTC requirements.
 - e. This also impacted WELL potential enrollments since the CAMTC website identified "CAMTC School Code: SCH0120 Expired: 6/30/2018 (Education completed on or before June 30, 2018, will continue to be accepted.)".
 - f. **Aug 10, 2018** – CAMTC re-approval status reinstated until June 2022.
 - g. **Oct 2018** - Gov. Brown signed bill SB 1480 – regarding MBLEx requirement – "...inoperative commencing on Jan 1, 2019, and shall become operative on Jan 1, 2021."
 - h. **Dec 31, 2021** - CAMTC School Re-approval Application due with an application fee of \$6000.

- i. ABMP Annual school membership due between \$150-\$200.
- j. CPR annual fees between \$1400-\$2000 depending upon number of students.

2. Industry needs

According to our Advisory Board there is still a shortage of qualified therapists within the Bay Area to fill the positions.

Internal changes:

1. Personnel changes

- a. Dean retired
- b. President retired

2. Meta-majors and Guided Pathways

- a. Supporting college initiatives WELL and our Massage Therapy Certificate is grouped with “Science, Technology, & Health” and under the subcategory “Medical, Health & Wellness”.
- b. There will need to be a concerted effort to “rebrand” our program that helps the audience understand how wellness and massage therapy skills translate to other health care careers/professions.
- c. This “rebranding” is extremely important because, while the program is absolutely committed to educating students to be the best possible holistic/integrative health therapies aligned with the College Lifelong Wellness (Personal Responsibility and Lifelong Learning), Critical Thinking (Logical Thinking), Global Citizenship (Cultural Competency and Global Interconnections), Information Literacy (Ethics and Legal Use), ISLOs, the administration must do a better job of listening to what the program is communicating as to how its offerings intersect with a wide variety of careers.
- d. That said, it will be important to make sure that particular counselor/s for our Meta Major in counseling is aware and understands that the skills, professional distinctions, and value of the wellness being a multi-disciplined profession/s under the umbrella of holistic/CAM/integrative health and medicine.
- e. The statistics from the Bureau of Labor Statistics, indicating an increase of 22% for the massage therapy profession.

3. WELL lab is being replaced with a Barbering lab. My understanding, WELL lab is going to share lab space with the estheticians. My concern, this

was not logically nor collaboratively thought out as WELL was not included in these discussions. This is an important factor given our WELL Program Massage Therapy Certificate involves logistical and potential implications with external regulations.

Associated Objectives

1092-Adjunct Faculty

1093-Application Fee for CAMTC School Re-approval Status

1097-Equipment Portable LCD projector and projector screen

1094-GLcode #1310 Instructional Assistant

1096-Instructional Equipment

1098-Maintenance of Current Equipment

II.C. Analysis: Student Learning Outcomes (SLOs and PSLOs)

- (1) Instructional Programs Only: Describe what was learned from the assessment of course SLOs for the current and past year.
- (2) Student Service Programs Only: If PSLOs are being assessed this year (3-year cycle), describe what was learned. If no assessment was done because this is an off-cycle year, please state that this item is not applicable.

Narrative

Course Level SLO's:

1. All SLO's were assessed in all sixteen wellness scheduled courses. Two SLOs did not meet the expected criteria. These two SLOs have been successfully implemented in previous assessments. Currently, our emphasis within our courses is focused on the performance of the students falling below the expectations. Then address and discuss the possibilities as to why and how this may have occurred. In our analysis we suspect the main contributing factor that was implemented in fall 2018, was condensing a 3-semester program into a 2-semester program. Teaching courses in the same semester that would have otherwise been in a progressive course sequence allowing students to assimilate the information did not take place during this assessment cycle.
2. We have continued assessing our SLOs since Fall 2016 with the initial curriculum restructure to meet CAMTC academic rigor. We modified curriculum and SLO's again in Fall 2018 and continued to assess those SLO's to get a better idea of any trends and potential areas that students as well as faculty need to focus on fine tuning our teaching pedagogy accordingly and cultivate our energy and attention within our curriculum.
3. Although the success rate has met the criteria in most of our SLO's there is always room for making the curriculum better and assessments as genuine and useful as possible. There is ongoing dialog and collaboration between WELL faculty implementing SLO assessments that are authentic and valuable both academically and associated with real-world implications.
4. MBLEx results - as of Oct 2018 Gov. Brown signed bill SB 1480 regarding MBLEx requirement – "...inoperative commencing on Jan 1, 2019, and shall become operative on Jan 1, 2021." As such, we do not have data to provide at this time.

PSLO's

1. Currently our SLO's support our stated PSLO's.

Evidentiary Documents

[2018 WELL Four Column Report.pdf](#)



Associated Objectives

1093-Application Fee for CAMTC School Re-approval Status

III.A. Reflection: Considering Key Findings

Consider the previous analysis of progress achieved, program environment, and course-level SLOs or PSLOs (if applicable). What are the key findings and/or conclusions drawn? Discuss how what was learned can be used to improve the program's effectiveness.

Narrative

1. Process Achieved

- a. CAMTC school reapproval status reinstated Aug 10, 2018, in spite of the application being turned in late and having a lapse approval status.
- b. **ExamCoach**– decreasing student cost. The renewal for our ABMP membership is \$150 per year paid by the department. ExamCoach was being implemented as part of the “required texts and/or references” for class. That has since transitioned to students purchasing ExamCoach through the Skyline College bookstore during the spring semester.

2. Program Environment

- a. **LOAD** has been decreasing/increasing over the past few years in two-year intervals some contributing factors include 2018/2019 lack marketing our program beyond this schools, health and career fairs for recurrent students, and lacking an independent website, not combined with cosmetology, that more accurately reflects our professional standards, scope of practice inclusive of health care.
- b. **External factors** include implementation and navigating the changing landscape of CAMTC regulations, MBLEx requirements, school approval/re-approval status. These factors within the profession have directly impacted decreasing enrollments with many school.
- c. **Success rates:** overall 2018/2019 success rates increased 12.5% this year (85%) over last year (72.5%) and above Skyline College rate at 74.9%.
- d. **Retention rates:** overall 2018/2019 retention rates increased 8.8% this year (92.5%) over last year (83.7%) and above that of Skyline College at 87.8%
- e. **Withdrawal rates:** overall 2018/2019 withdrawal rates also decreased 8.8% with last year at 16.3% to this year at 7.5%. This is below Skyline College at 12.2%
- f. In light of our successful numbers this year we will continue to implement academic advising, faculty scheduled office hours, and TRIO student support services.

3. Demographics & Gender

- a. **Demographics** - we saw a 2.2% decrease in Hispanic-Latino students our program has a slight increase of 1.7% with Black -Non-Hispanic students and an increase of 1.9% with Filipino students.
- b. **Gender** - this profession continues to be female dominated with a slight increase of 1.5% from last year. This is aligned with the AMTA national statistics. Our male population decreased 2.6% from last year.
- c. **Advertising** – needs to be specific to our student demographics, non-traditional college students, disproportionate students, and male population.

4. SLO Course

- a. **All SLO's were assessed** in the 16 scheduled courses during the 2018/2019 academic year. Of those SLO's two did not meet the expected criteria. We will continue to identify trends and potential areas to fine tune our teaching pedagogy and supports our PSLO's that align with the ISLO's.
- b. **Faculty will continue professional development** both institutionally, pedagogically, and/or professionally to maintain skills required for this multi-disciplined profession.
- c. 2018/2019 - Gov. Brown signed bill SB 1480 – regarding MBLEx requirement – “...inoperative commencing on Jan 1, 2019, and shall become operative on Jan 1, 2021.” In light of this there are no comparative scores to report.

Associated Objectives

1092-Adjunct Faculty

1093-Application Fee for CAMTC School Re-approval Status

1097-Equipment Portable LCD projector and projector screen

1094-GLcode #1310 Instructional Assistant

1096-Instructional Equipment

1098-Maintenance of Current Equipment

1114-Student CPR

III.B. Reflection: ISLOs

If your program participated in assessment of ISLOs this year:

- (1) What are the findings and/or conclusions drawn?
- (2) Does the program intend to make any changes or investigate further based on the findings? If so, briefly describe what the program intends to do.

Narrative

1. WELL did not participated in an ISLO assessment during 2018/2019.

IV.A. Strategy for Program Enhancement: Continuation/Modification

Indicate whether the program is continuing implementation of the last CPR strategy or revising the strategy. Please describe the modifications if revisions are intended.

Note: Any new strategies should be linked to Institutional Goals through creation of objectives in the next section. If the program has not yet participated in comprehensive program review, an annual or multi-year strategy can be defined in this item.

Narrative

1. **Continuing implementation** of many items in our last CPR strategy (SPR 2017). All supporting the colleges mission, vision and values as well as the Skyline Promise.
2. **Next academic year:**
 - a. **Maintain CAMTC** school approval status required for students to gain employment.
 - b. **Curriculum refinements** – these are always part of the process to see what works and what could be improved. Bottom line programs can always be better. Timeline ongoing. We are also expanding our certificate offerings beyond the Massage Therapy Certificate. We are now moving into phase two from the initial curriculum restructure proposed and implemented in 2015/2016.
 - c. **Continued education and clarification regarding scope of practice**, professional standard distinctions within this department, division and institution.
 - d. **Continue to educate and clarify any inaccuracies regarding our WELL Program. Massage therapy certificate and associated multi-disciplined holistic/integrative health/medicine therapies.**
 - e. **Increase our enrollments** – continue to emphasize the importance and how beneficial it would be to expand the advertising to specific student demographics related to our program and that is specific to our field within the wellness and holistic/integrative healthcare professions. Many students do not know we are here. According to surveys given on the first day we have identified that these students learned about WELL courses primarily from the class schedules, from friends, former students and postings on school boards around campus. The website needs to be updated. Currently it presents as if we are a cosmetology program. Intentional advertising specific to our student demographics and disproportionate student population. Our Advisory Board identified that

the website could be easier to navigate, and easier to find WELL courses that needs to be independent of cosmetology.

- f. **Continue to address the website** – it needs to be updated with accurate information as well as meet CAMTC compliance, independent from cosmetology this has been an ongoing dilemma especially since Fall 2016 and has yet to take place.
 - g. **Employment** – Employment for massage therapists are projected to grow 22 percent from 2018 to 2028, much faster than the average for all occupations. Other healthcare support occupation 17%. Decrease of 2% compared to last year.
- 3. Modifications – assist student success within our program:**
- a. **We need support from administration** (department, division and institution) that is aligned and reflects the professional standards, scope of practice and State/local laws associated with our Massage Therapy certificate since there are external laws and regulations. This support's being student ready; otherwise, if actions implemented contradict what the students are required to learn then this sends a wrong message to our students and is not aligned with student readiness. Unfortunately, this has been the case.
 - b. **CAMTC compliance** – we are not in compliance with our website, “qualified administration”, and potential WELL lab space.
 - c. **Imbedded tutoring** - WELL courses do not generally include supplemental instructors for tutoring in the learning commons during this academic year. Generally speaking the students prefer to have imbedded tutoring and the learning commons do not have anyone that is CAMTC certified nor- a CAMTC “Qualified Instructor” to qualify for student make-up hours.
 - d. **Expanding the Wellness Program certificates** - to offer other related certificates geared towards lifelong learners as well as professionals and non-professionals alike.
 - e. **Hiring lab assistant** to assist faculty in lecture/lab classes to support being student ready as well as a safety issue.
 - f. **Hiring adjunct faculty** would allow our department (WELL) to support being student ready. This would also provide diversity in pedagogy, technique skill sets, and we would re-evaluate curriculum to include labs to be taught by these adjunct faculty.

- g. **Implement embedded tutoring**, with CAMTC CMT, CAMTC "Qualified Instructor", creating student success within this program as well as implementing outreach and designated make-up hours.
- h. **Website reorganization, enhancements and updates** – provides ease of navigation for students, or anyone else, finding information about our program, courses, faculty and accurate information about our program. This has been ongoing and the website has yet to meet CAMTC compliance in 4.5 years. Currently, WELL Program presents as a cosmetology program. WELL needs to be independent from cosmetology, supported by our advisory board, since many of the associated therapies taught are under the umbrella of holistic/integrative health and associated with the healthcare profession and needs to be represented accordingly. Not only to recruit potential students also to support our graduating students getting credentialed and/or continuing their academic and professional goals locally, nationally and/or internationally. So agencies, universities/colleges, employers, counselors can gain accurate information regarding our program, course offerings, current laws and regulations, faculty contact information, among others. This is an ongoing dilemma in spite of being educated otherwise.
- i. **Target market advertising** - Hire personnel to assist in advertising to represent our program during the day since we are an evening program, in order to create and expand enrollment opportunities that would include combined efforts with Counseling, Meta Majors, Outreach, Career and Workforce Programs focused on improving recruitment and outreach for our program. Our evening program is not as visible as it could be. Suggestions from the industry (Advisory Board) identified digital advertising or social media (Google, Yahoo, FaceBook) implementing, specific name, titles, and pop-ups associated with key terms. Implement advertising geared towards adult learners as well as veterans, sport clubs, yoga studios, dance studios, gyms, other local universities and colleges, Whole Foods, Sprouts, Rainbow Market among others. Broaden advertising to include various health disciplines/professions. Again supported by our Advisory Board.
- j. **Maintain student MBLEx pass rates** within 10% of the National first-time pass rate once the law reinstates the following: "Passage of a CAMTC approved exam will again be required for CAMTC Certification beginning January 1, 2021."
- k. **Acquiring student learning aides, and equipment** that support student success to enable students to grasp the materials. (MANIKENS, models, clay, etc.)

- i. **Current WELL lab is going to be replaced with a Barbering lab.** My understanding, our WELL lab is going to share evening Esthetician lab space. Therefore, we need a budget for storage cabinets for our supplies and equipment that may be associated with this move since there will be limited space. Currently, my understanding, this transition is on hold at the moment. So to be able to identify what the needs are just yet and how this is really going to be implemented is still unknown.
- 4. Budget to support the following:**
- a. **\$6000 application fee for CAMTC application renewal** with a due date of Dec 31, 2021.

“**Non-refundable application fee** of \$3,000 (for schools expiring on or before December 31, 2019) or \$6,000 (for schools expiring on or after January 1, 2020) good for 4 years of approval, if approved. This fee will not be refunded if your school/program(s) is/are denied approval, disciplined, or otherwise acted against by CAMTC.”
 - b. **Annual renewal for ABMP school membership** \$150/yr.
 - c. **CPR** \$55 per student (Enrollments based on last few years would be between \$1100-\$1500)
 - d. **Hiring lab assistant** – to assist faculty in lecture/lab, implement embedded tutoring, outreach activities. This supports student readiness.
 - e. **Hiring adjunct faculty**
 - f. **Hiring part-time position** to assist with advertising, outreach beyond campus activities and high school, collaboration with Career and Workforce Programs among others we would like to develop associated with various social media possibilities.
 - g. **Teaching/learning aids** that support student readiness to achieve student success.
 - h. **Maintain equipment in working condition and safety:** face cradles, hot caddies, stools, sheets, hot pack heating units, among other equipment.
 - i. **Replacement of equipment** - rancid blankets, sheets, sheep skin table pads and face cradle covers, table warmers.
 - j. **Equipment, furniture, and/or cabinets** needed to support our WELL Program lab transition into shared space with the Esthetician lab. Currently, my understanding, this is on hold. Implementation and costs as this time are unknown.

5. All requests are aligned with the colleges mission, vision and values as well as the Skyline Promise that support student-centered learning and the ability to be student ready.

Associated Objectives

1092-Adjunct Faculty

1093-Application Fee for CAMTC School Re-approval Status

1097-Equipment Portable LCD projector and projector screen

1094-GLcode #1310 Instructional Assistant

1096-Instructional Equipment

1098-Maintenance of Current Equipment

1114-Student CPR

IV.B. Strategy for Program Enhancement: Action Plan and Resource Requests

Based on the most recent CPR and any desired modifications, develop an annual action plan with related resource requests. No narrative response will be entered in this section, but the objectives you create will be printed automatically in the APP report under this item.

- (1) To begin, click on PLANNING at the top of the page, then CREATE A NEW OBJECTIVE. To view previously created objectives, click PLANNING at the top of the page, then VIEW MY OBJECTIVE.
- (2) IMPORTANT! Make sure to associate each objective to this standard in the APP. Need help? Contact the PRIE Office for further instructions. Institutional Goals. Need help? Contact the PRIE Office for further instructions.

Narrative

Associated Objectives

[1092-Adjunct Faculty](#)

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[1096-Instructional Equipment](#)

[1098-Maintenance of Current Equipment](#)

[1114-Student CPR](#)

Enhanced Budget with Objectives and Task Detail

[Wellness Program Enhanced Budget with Objectives and Task Detail](#)