

Meetings of the Institutional

Institutional Advisory Committee Meeting

03/11/2020

Barber Committee Meeting.

Members Present:

Sylvester Iwotor

Dolores Iwotor

Patrick Allen Master Barber

Gale Parker Master Barber

Angie Barber/Weave Stylist

Nikki Hair/Barber Stylist

Coretta Jackson

ISSUES DISCUSSED:

The meeting started at 12:30pm with Mr. Sylvester opening and welcoming all the members present. We discussed that since the advisory committee brings unique knowledge and skills to the board of directors of the institution, the mission statement was read, and the institutions strategic plan was reviewed and discussed, and all agreed that everything good for now. It was also recommended more shop owners should be encouraged to come give motivational talks to the students to encourage and motivate them to continue to attend school regularly as they continue to learn more about the state of the industry. We continue to push the mission statement which is to prepare students for the board and get them into the workforce. The mission was discussed and ok, the vision of the school to reduce to two campuses was much better for control, we reviewed for 3 years from 2019 to 2023. Must reduce by 2023, also lack of students and funds to run the school contributed to reducing. We are close to 2023 deadline after all students graduated.

The institution's financial resources were reviewed, and we discussed ways to up student admissions by running more ads both on TV and the radio like K104 and more recently Facebook and social media. Also, talked about ways to give back to the community for giving us the opportunity to continue to serve them by suggesting that the school should continue to offer back to school freebies like we have been doing.

We also discussed how the institution's written plans for operation, maintenance and improvement of the physical plant should be improved. The institution continues to maintain its plan of operation which getting the students admitted and prepared to the best of its ability to pass the state board and get into the workforce. All broken down chairs and school facilities are fixed and maintained at all times. The

institution maintains enough instructors for each program that is offered to ensure the students get all the help they need.

The committee also discussed and evaluated the institution's health and safety plan and ensured that all safety and security disaster drills are carried out and performed every month. The institution also provides security cameras in strategic location all over the school (inside and outside) to ensure both the safety of the student as well as the public. The institution also provides first aid kit.

We also reviewed the results of the annual evaluation of student services and offered these recommendations for the improvement of these services; that more haircut/weaving videos should be purchased, that even though there are not that many books on Wigs Weaves and Braids hairdos, we should buy more books like Modern Salons and Black Hairstyles; that the instructors should be sure that new students are well instructed and ready before they get on the clinic floor; that students attendance and punctuality is key and should be highly enforced.; that sanitation on the floor is very important and should continue to be enforced to the students at all times. Disciplinary actions are taken against students with unprofessional behavior and attitude by suspension.

Finally, the last topic of discussion was the planning for and implementation of new campuses and programs for the institution, right now the institution is in the process of implementing one of its long term plans by opening two new campuses in the very near future, will update when that happens

The meet was adjourned