

## Hairstylist Articulation Committee

### MINUTES

BRITISH COLUMBIA COUNCIL on ADMISSIONS AND TRANSFERS (BCCAT)

Institution/Location: ONLINE VIA ZOOM

Meeting Date(s): May 21, 2020

#### Present:

Member Institution	Representative	Email
	Maurita Graham	
	Jennifer Bell	
<b>Abbotsford School District 46</b>	Nadia Moore	nadia.moore@helpwerx.ca
<b>Selkirk College</b>	Luree Gould Robert Schwarzer	lgould@selkirk.ca rschwarzer@selkirk.ca
<b>Coast Mountain College</b>	Corry Johnson	corryjohnson@coastmountaincollege.ca
<b>Vancouver Community College</b>	Gary Franceschini Julie Wright Louise Dannhauer	gfranceschini@vcc.ca jwright@vcc.ca ldannhauer@vcc.ca
<b>Vancouver Island University</b>	Joanne Slocum	Joanne.slocum@via.ca
	Kim Ateah	
<b>North Pacific Assessment</b>	Dan McFaull	dmcfaull@north-pacific.ca
<b>Blanche MacDonald Center</b>	Debbie Renata Trebacz	renatajj@msm.com
	Leslie	
<b>PTIB: Private Training Institutes Branch</b> <b>Marc Anthony Academy of Cosmetology</b>	Emily Fong-PTIB Launie Morgan	Emily.fong@gov.bc.ca Launie@maacademy.ca

Recorder: Julie Wright

## Welcome from: Gary Franceschini, Interim Chair

- **Meeting Called to Order: 3:30**
- **Introductions/welcome:**
  - Gary Franceschini
  - Open introduction and welcome

- **Guest Speaker – Emily Fong:**

The Private Training Institutions Branch (PTIB) is a part of the Ministry of Advanced Education, Skills and Training. The Branch's key goals are to strengthen quality assurance, streamline administrative processes and strengthen consumer protection. The Branch follows the Private Training Act and its regulations to oversee private training institutions. An institution must hold a certificate if it is offering a career training program that has 40 or more instructional hours, with tuition of \$4,000 or more (a Class A program). An institution can choose to apply for a registration certificate or a designation certificate. A registration certificate is the minimum requirement for an institution offering a Class A program. A designation certificate from PTIB is required for an institution that is seeking other designations, such as EQA, Student Aid BC and the federal government's DLI (Designated Learning Institutions) list. If an institution applies for PTIB designation but does not meet all requirements, an interim designation certificate is issued.

Other programs that require approval if offered at a designated or interim designated institution:

- Class B program: a career training program with tuition of \$1,000 or more
- Class C program: a language program that is longer than 6 months or has tuition of \$4,000 or more

Examples of programs that do not require approval from PTIB:

- Recreational programs
- Programs that lead to an occupation excluded from the Private Training Regulation, e.g. a religious occupation

Institutions must submit an application to PTIB when it plans to offer a new program or make a change to an existing program. Designated or interim designated institutions applying for a new Class

A program must submit a program evaluation report with the program application. Some of the key program elements reviewed by PTIB are learning objectives, admission requirements and if applicable, work experience.

As of May 20, 2020, there are 39 certified institutions, 26 of which are designated, 3 are interim designated and 10 are registered. Together these institutions offer 36 approved hairstyling/barbering programs and 124 approved esthetics programs (includes programs related to makeup, nails and laser technology). ITA-recognized institutions: Keystone College, Alter Ego Studio and Cosmetology Institute and Blanche Macdonald (provisional approval).

Also, here is a [link to PTIB's Policy Manual and the Online Directory](#), where you can find contact information for certified institutions. You can filter your search but if you have trouble finding what you're looking for, please feel free to contact Emily Fong.

**Question:** Is there a list or somewhere on your website where we could go and see all these private schools or private aesthetic schools? A few of us are involved in skills BC and Skills Canada and are always looking to spread the word about the competition and we're often looking for people to join articulation. **Emily Fong's Response:** Yes, the online directory is a great place to start. There are tools that allow you to filter to look for the specific institutions or the programs.

Dan McFaul

**Question to Emily Fong:** In regards to your mandate for consumer protection, if you have any engagement or involvement with consumer protection. We've often spoken of the prospect of hairstylist designation becoming a mandated trade in British Columbia or a mandated certification for providing certain class of services, and I understand that's not really something PTB does because you're focused on the vocational training schools. Who is the right person to talk to it at consumer protection to make the case for hairstylist becoming a mandatory trade in British Columbia? **Emily Fong's Response:** To my knowledge, I don't believe that we've actually had any direct contact with consumer protection. I do know that we do try to help students whenever possible when they have complaints, but we are somewhat limited because the students have to have shown that they were misled somehow. We can't help students with every kind of complaint. I believe that our students support team might have directed students elsewhere, possibly to consumer protection if we weren't able to help them.

Dan McFaul

**Question to Emily Fong:** In regards to certifying institutions or certifying the applicants for the provision of new programs, can you say something about what you look for in faculty who would be teaching in a hairstylist certified program? **Emily Fong's Response:** We do have minimum instructor qualification standards that we expect to be met. For an instructor who's teaching a vocational course we expect them to hold at minimum, a certificate, diploma or post-secondary degree that's relevant to that subject matter or teaching as well as two years of the full time work experience in a career occupation that's related to the subject matter. If they don't have credential related to the subject matter than we expect that instructor to have 10 years of full time work experience in a career that is related to the subject matter.

Dan McFaul

**Question to Emily Fong:** In the case of hairstylist, would you expect so many of teaching faculty in a program to have achieved their Red Seal endorsement? I realized it fits into that certification diploma post-secondary degree but you know Red Seal is the standard that we're all supporting people to achieve. **Emily Fong's Response:** We do have to follow our the Private Training Act and the regulations don't specifically require instructors of hair styling program to have Red Seal. I believe we would accept any of types of credential for that instructor. There are sometimes talks of modifying the regulations or the Act, but that is quite a lengthy process because it is a change in the legislation.

Emily confirmed that there are no specific regulatory requirements on an occupation-by-occupation basis. They're all generic requirements but understands the point about Red Seal and how importance of setting that standard.

**Question:** Where does the credentialing come from, what makes that a credential? **Emily Fong's Response:** The regulations don't specify what type of institution, just that it be a credential, so a certificate, diploma or a post-secondary degree. Unfortunately, there, there isn't a restriction on what type of institution that credential comes from.

**Question:** How many private hair schools are ITA certified? **Emily Fong's Response:** Keystone College and Alter Ego Studio and Blanche Macdonald

### **Social Time- Current Events:**

Topic: What does it look like for those of you who are considering reopening?

Gary: I will be following some VCC rules and be high school rules. I'm going to have a limit as to how many people I can have in my room at a time. We will be doing physical distancing and making sure there are masks for everyone. I have chosen not to reopen the salon to clients. I am going to allow them to bring in friends or family people they know of and know about their health status to work on if they so choose. The facility is going to be non-mandatory because it's in a school district they cannot be forced to come back to school, I currently have 12 students and I feel that it'll be somewhere between six to eight that will come back for face to face. It will only be for about two weeks because they are graduating. I will be putting their stations far apart and will be taping the floor giving them all spaces that they have to stay in. If they leave those spaces, they have to put their masks back on if they are doing a client or friends or family. Only one person will be using a sink at the time because I don't have partitions between the sinks. In addition, I will still be teaching online.

Nadia Moore: We have a similar environment to Gary but I'm not sure whether we're even going back. The school board has said we're looking at the students coming in one day per week through June. So, we're talking about a total of four days. In order to do that I need to split them up into two groups, which means I lose hours. I have really good attendance and if it's voluntary they may not want to come, because they don't have to. I've put a case forward to the Principal of Career programs to continue online because it has been successful. When we return, we're looking at friends and family as well I think because there's a limit in the building. Another issue is that the school/salon facilities are inside the building. There's no outside door into the salon, they have to come in through the school.

Launie: We are going to go back in June and dividing up our days into online as well as on site. We are going to take some clients. Right now, we are stressing over our 40-page booklet on what that's going to look like to make everyone happy. Public schools are guided by the Ministry of Education, they have made it clear as to what's happening with them when they can go back, what they can and cannot do but who is telling us (Private sector) what to do and when to do it? We are trying to come up with every protocol we can to make it safe. We will be splitting up the students into different cohorts and coming in at different times. The provincial health order has been lifted and there are endless jobs opportunities out there, it's an excellent time for students to get out and start working. We've got our order in for mask, face shields and gloves. There will be lots of plastic be dumped into the landfills.

**Question for Emily:** who is telling us (Private sector) what to do and when to do it? **Emily Fong's Response:** We are also following orders from the Provincial Health Authorities. So, what

we've been telling institutions that you need to follow those guidelines or regulations as well as any work safe regulations. Other than that, we don't have the authority to determine whether it's safe or not, or how an institution can operate to make sure it's safe for their staff and students.

- Louise Dannhauer: VCC is in the same situation as everyone else in that we receive guidelines, but that's all that they are, they're not enforced by any type of regulatory body. At first, we were waiting for the guidelines of what we had to follow and we've quickly realized that what we have to do is look after our own students and put in as much protection as we can. The college does have an emergency operation committee that I have been working with them as well. I've been able to secure all of our PPE. The plan for us is to do a very soft launch for the month of June to bring in our graduating classes from September to do their final exams, starting with half a cohort, so a maximum of 10 students in the morning and maximum of 10 in the afternoon with the facilities being cleaned in between and a break for the instructor. We don't want to have the students on campus for any longer than three hours at a time and we want to avoid them leaving the premises for breaks and going to restaurants, grabbing lunch in different places. We do have 10 programs going right now that I'm in the process of trying to schedule. We are also going to continue with our online format until such a time that we're able to go into the college a little bit more. We need to identify those critical practical pieces that can only take place, face to face, so that's mainly what we're at.

Louise

**Question to Dan McFaull:** I'm a bit concerned with our level two program coming up in August, and I've had a few students reach out to me that were unable to complete their level one by 12 hours, for example. They are uncertain if they are able to apply for Level two. The other concern from students is that they are not sure if they are going to be able at this time to get sponsors in order to get into the level two programs. **Dan McFaull's Response:** I don't really have an answer for you, other than to say I'm speaking for my colleagues that ITA and assuming that they'll be understanding and interpreting things a little bit generously in terms of someone who's 12 hours short of being able to enter a level two program. I can't imagine they're going to throw up a barrier there, but at how far out that generosity extends to is hard to say. I would say that if students were approaching customer service and asking for approvals, or at least guidance on how they might make their appeal, I'm guessing that ITA is not going to want to stop people moving forward for one of those requirements, but where they'll draw the line only ITA knows.

Comment: ITA is going to be looking on a case by case.

Questions: Did everyone receive a standard issue letter from the Health Department this week with regards to opening up salons and that you must have everything in place in the event that works safe the Health Board comes by for inspection and to review your protocols?

Comment: I didn't get a letter about it, but I did read in the work safe guidelines that you could go ahead and open and start to work. So, you could open before your protocols are actually ready, but you need to have those protocols ready in the event that work safe or your health board comes in. It depends on what municipality or city you're in; some are receiving guidelines

from their provincial health officers. The message that they're getting from one area to another is actually different too. It's been quite challenging.

Gary: I don't think anybody or any agency actually has enough people employed to come and check on all these salons. It's really about self-regulation and up to all of us as stylists and teachers, department heads and people in the industry. It's about all of us enforcing it and living up to it and making it happen because as we know we are working in a broken system. The Articulation committee, a small group of us, actually worked on those work safe guidelines and we provided edits, revisions and additions to the work that was submitted to work safe. I'll speak for everybody on articulation; we actually all played a part in some revisions and recommendations for that document. We were not credited for it yet, but I have asked to have the articulation committee name be added to the credits of that document. I haven't heard back yet.

Joanne: VIU has three campuses, Nanaimo, Cowichan and Saanich. The Saanich class is our high school program that started in February. The K to 12 system they were allowed to go back our instructor along with the health and safety of the school district made a plan for three students to go back each day, which is problematic as the instructor is a VIU worker and requires approval from our health and safety department in order for her to go back to work. I would love to bring our February class back at the beginning of July, but they really want to limit the amount of people that are on campus so we have to really look at what that looks like. I know we are all going to be working on the essential competency practical template, where we break down what can be delivered online and what needs to be face to face. It's not like one campus or one institution is doing one thing and another institution is doing another, it's looking pretty similar across the board. A group will be working on that once we have the template.

Comment: Louise has the template that will be shared with everyone. Gary will assemble a small group to work on this and then will be shared with the whole group.

Lauree: I've been with the health and safety and Rob last week just looking at our salon and we're just trying to organize what things will look like for us. The school is not open at the moment and classes won't go back till September. We have time to look at what everyone else is doing but I'm sure it will be everything that has been mentioned today.

**Question:** How many students will you be having in the salon/class at one time? How did you arrive at that number?

Comments: Depends on the size of the facility. VCC has a large facility but there will only be one class in at a time, which will be approximately 10 students in the morning and 10 students in the afternoon for a maximum of 3 hours.

Dan McFaull: For the time being, for all the obvious reasons, practical assessments have been on hold. We conducted our last practical during the last week of February. We were just in the process of scheduling and organizing the details for the next one, when the pandemic restrictions hit. We have informed everybody on our wait list to let them know we have to wait to see what happens. We are letting the teaching programs take the lead in terms of establishing protocols

because not every practical takes place in the teaching facility but most of them do. We would be adhering to whatever the guidelines or priorities set for that particular facility. I know that there are classes, level two classes graduating and it's no longer necessary for them to show that they've passed the IP exam before they take the practical exam. We haven't seen the effect of this change yet. We've had great success with students when the practical coincides with the VCC graduating level 2's.

Maurita: We will be starting back in June for three days a week and we really don't have much of a plan because it doesn't sound like we may end up with any students. I spoke with the students this morning, some of them live quite a distance away from the school, probably their parents won't bring them back or allow them back into the school right now. So, for Jennifer Bell and myself, we are trying to figure out how we're going to do this along with our online classes. Some students have also taken full time jobs, which will prevent them from coming back.

Comments: Some students are concerned with using public transit and may prevent students from going back to school.

Gary: Next meeting will be on June 4<sup>th</sup>, Sally Vinden will be presenting.

**4:40 pm Meeting Adjourned**