



STATE OF WISCONSIN
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BARBERING ADVISORY COMMITTEE
ROOM 121A, 1400 E. WASHINGTON AVENUE, MADISON
Contact: Mojgan Hall - 608-266-2112
July 16, 2012

The following agenda describes the issues that the Board plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a description of the actions and deliberations of the Board.

FULL COMMITTEE MEETING
9:00 A.M.

OPEN SESSION – CALL TO ORDER – ROLL CALL

- A. Adoption of Agenda** **(1-2)**
- B. Secretary Matters
- C. **Executive Director Matters**
- D. Education and Examination Matters**
 - 1) Barbering Curriculum **(3-6)**
 - 2) Barbering Apprentice Requirements **(7-10)**
 - 3) Transfer from Cosmetology to Barbering
 - Practitioners
 - Apprentices
- E. Informational Items
- F. New Business
- G. Public Comments
- H. **Next Meeting Date:** TBD

ADJOURNMENT

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1,000 Hours Barbering Curriculum for Applicants Completing A Practitioner Education Program

These hours for the department approved 1,000 hour barbering curriculum are taken from the same 11 subject areas that are listed in the educational requirements listed in chapter BC 5.02. Based on the 11 subject topics in BC 5.02, the following 1,000 hours taken by a person during their Practitioner education satisfies the 1,000 hour barbering curriculum requirement.

	SUBJECT	THEORY HOURS	PRACTICAL HOURS
I.	Hygiene, grooming and personal development.	10	0
II.	Bacteriology, sterilization and sanitation.	20	20
III.	Tools, equipment and implements	3	0
IV.	Haircutting, hair tapering (clipper-cuts), razor cutting, hairstyling, curling, thermal waving, finger-waving, roller setting, pincurl placement, blow-drying, shampoos, scalp and hair treatments, conditioning, reconditioning, hair analysis, and care of hairpieces, wigs and wefts.	56	350
V.	Hair straightening, hair relaxing, thermal hair straightening, blow-outs, permanents, hair coloring, tinting, bleaching and chemistry.	78	300
VI.	Shaving, beard and mustache shaping, trimming, facials, facial massages, facial makeup, light therapy, basic principles of electricity, and introduction to electrology.	30	30
VII.	Manicuring, including nail enhancement.	0	0
VIII.	Anatomy and physiology of the hair, skin and nails and disorders of the hair, skin, scalp.	45	0
IX.	Product knowledge, product use and sales, preparing and consulting with customer for services.	20	0
X.	Laws, rules, professional ethics and history of Barbering and Cosmetology.	16	0
XI.	Individual student needs, industry trends and electives(e.g. recordkeeping, mathematics, communications, human relations, public relations, first aid, etc.).	10	12
	TOTAL HOURS:	288	712

Aaron Knautz 6/29/12

**REVIEW, DISCUSS AND FINALIZE RECOMMENDATIONS RELATED TO THE
BARBERING CURRICULUM**

	Subject	Theory Hours	Practical Hours
I	Hygiene, grooming and personal development	10	0
II	Bacteriology, sterilization and sanitation	30	20
III	Tools, equipment and implements (identification and usage).	8	9
IV	Haircutting, hair tapering (clipper-cuts & fades), razor cutting, cutting designs into hair, hair styling, curling iron usages, blow outs, blow-drying, shampoos, scalp and hair treatments, conditioning, reconditioning, hair analysis, cutting in of and care of hairpieces, wigs and wefts	150	450
V	Hairstyling, curling, braiding, weaving, hair straightening, hair relaxing, thermal hair straightening, permanents, hair coloring, tinting, bleaching and chemistry	150	200
VI	Superfluous hair removal, waxing, facial massages, light therapy, basic principles of electricity, and introduction to electrology	35	60
VII	Manicuring and pedicuring	10	10
VIII	Anatomy & Physiology of the hair, skin, nails, and disorder of the hair, skin, scalp & nails	50	0
IX	Product knowledge, product use & sales, preparing & consulting with patron for service.	35	0
X	State laws & rules governing barber/cosmetologist, professional ethics & history of barbering	32	0
XI	Individual student needs, industry trends & electives (e.g. record keeping, mathematics, communications, human relations, public relations, first aid and act.	110	131
	Total Hours	620	880
	Grand Total		1500

The Committee suggested that the above barbering curriculum be sent to the Board for approval at the January meeting.

MOTION: Leon Lauer moved, seconded by Jeffrey Patterson, to accept the new curriculum for barbers and to present to the board that same curriculum at the January 31, 2011 meeting. Motion carried unanimously.

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**State of Wisconsin
Department of Safety and Professional Services**

AGENDA REQUEST FORM

Name and Title of Person Submitting the Request: Mojgan Hall		Date When Request Submitted: 7/12/2012	
		Items will be considered late if submitted after 5 p.m. and less than: <ul style="list-style-type: none"> ▪ 10 work days before the meeting for Medical Board ▪ 14 work days before meeting for all other boards 	
Name of Board, Committee, Council: Barbering Advisory Committee			
Board Meeting Date: 7/16/2012	Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	How should the item be titled on the agenda page? Barbering Apprentice Requirements	
Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	Is an appearance before the Board being scheduled? If yes, by whom? <input type="checkbox"/> Yes by _____ (name) <input checked="" type="checkbox"/> No	Name of Case Advisor(s), if required:	
Describe the issue and action the Board should address: To use "Barbering Exhibit A" for discussion on Barbering Apprentice Requirements			
If this is a "Late Add" provide a justification utilizing the Agenda Request Policy:			
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Late Adds must be authorized by a Supervisor, DOE Division Administrator, and Bureau Director. 3. Provide original documents needing Board Chairperson signature to the Bureau Director or Program Assistant prior to the start of a meeting.			
Authorization:			
Signature of person making this request		Date	
Supervisor (if required)		Date	
Division Administrator (if required)		Date	
Bureau Director signature (indicates approval to add late items to agenda)		Date	

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Exhibit A - Program Provisions

Approved: April 17, 2006

TERM OF APPRENTICESHIP: The term of apprenticeship shall be Time-based, which has been established to be 2 years of not less than 4000 hours. Hours of labor shall be the same as established for other skilled employees in the profession.

PROBATIONARY PERIOD: The probationary period shall be the first 6 months of employment, but in no case shall it exceed twelve calendar months. During the probationary period, this contract may be cancelled by the apprentice or the sponsor upon written notice to the Department, without adverse impact on the sponsor.

SCHOOL ATTENDANCE: The apprentice shall attend the Wisconsin Technical College System or other approved training provider, as assigned, for paid related instruction four hours per week or the equivalent and satisfactorily complete the prescribed course material for a minimum of 288 hours, unless otherwise approved by the Department. The employer must pay the apprentice for attended related instruction hours at the same rate per hour as for services performed.

WORK PROCESS SCHEDULE: In order to obtain well-rounded training and thereby qualify as a skilled worker in the profession, the apprentice shall have experience and training in the following areas. This instruction and experience shall include the following operations but not necessarily in the sequence given. Time spent on specific operations need not be continuous.

<u>Work Process Description</u>	<u>Approximate Hours</u>		
	<u>(Min</u>	<u>-</u>	<u>Max)</u>
Bacteriology, sterilization and sanitation in the establishment.			70
Haircutting, hair tapering (clipper cuts), razor cutting, hair styling, curling, thermal waving, finger-waving, roller setting, pin curl placement, blow-drying, shampoos, scalp and hair treatment, conditioning, reconditioning, hair analysis and care of hairpieces, wigs and wefts.			1300
Hair straightening, hair relaxing, thermal hair straightening, blowouts, permanents, hair coloring, tinting, bleaching and chemistry.			1000
Shaving, beard and mustache shaping, trimming, superfluous hair removal, waxing, facials, facial massages, facial makeup, eyelashes, light therapy, tanning, and introduction to electrology.			80
Manicuring, including artificial nails.			30
General patron service and individual apprentice needs.			1232
Paid Related Instruction			288
TOTAL			4000

The above schedule is to include all operations and such other work as is customary in the profession.

MINIMUM COMPENSATION TO BE PAID:

1st period of 6 months at the Applicable Minimum Wage.

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Exhibit A - Program Provisions

2nd period of 6 months - 10 cents above the applicable minimum wage.

3rd period of 12 months - 25 cents per hour above the applicable minimum wage.

Base skilled wage rate N/A per hour.

If at any time the base skilled wage rate rises or falls, the apprentice's wage shall be adjusted proportionately. The wage rate of apprentices employed in this profession and this firm shall be based on the base skilled wage rate stated above.

All apprentices are covered by State and Federal Wage and Hour Standard requirements. All apprentices shall be paid no less than the minimum wage established under regulations.

CREDIT PROVISIONS: The apprentice, granted credit at the start or during the term of the apprenticeship, shall be paid the wage rate of the pay period to which such credit advanced the apprentice.

Work credit hours approved:	N/A
School credit hours approved:	
Paid related instruction:	N/A
Unpaid related instruction:	N/A
Total credit hours to be applied to the term of the apprenticeship:	N/A

SPECIAL PROVISIONS:

Upon satisfactory completion of both 3712 hours of practical and 288 hours of theory, the Department will issue a Certificate of Apprenticeship.

Apprentices are not allowed to rent a booth. The apprentice must be an employee of the salon. Per BC 3.02(2), only licensed managers may rent a booth. Apprentices have a permit, they do not have a license.

Salons are not allowed to charge a fee from the apprentice for the training provided in the salon.

The apprentice in his/her final year must take the Transition-to-Trainer course as unpaid related instruction (UPRI).

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