

**WEST VIRGINIA**  
**SECRETARY OF STATE**

KEN HECHLER

**ADMINISTRATIVE LAW DIVISION**

Form #3

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**NOTICE OF AGENCY APPROVAL OF A PROPOSED RULE  
AND  
FILING WITH THE LEGISLATIVE RULE-MAKING REVIEW COMMITTEE**

AGENCY: WV Board of Barbers and Beauticians TITLE NUMBER: 3

CITE AUTHORITY W.Va. Code §30-27-1

AMENDMENT TO AN EXISTING RULE: YES  NO

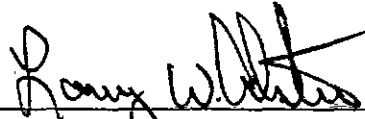
IF YES, SERIES NUMBER OF RULE BEING AMENDED: 1

TITLE OF RULE BEING AMENDED: Curriculum and Minimum Requirements  
Subjects and Hour Schedule, Rules and Regulations for Schools  
of Beauty Culture Operation in W.Va.; Joint Barbers and  
Beauticians License

IF NO, SERIES NUMBER OF NEW RULE BEING PROPOSED: \_\_\_\_\_

TITLE OF RULE BEING PROPOSED: \_\_\_\_\_

THE ABOVE PROPOSED LEGISLATIVE RULE HAVING GONE TO A PUBLIC HEARING OR A PUBLIC COMMENT PERIOD IS HEREBY APPROVED BY THE PROMULGATING AGENCY FOR FILING WITH THE SECRETARY OF STATE AND THE LEGISLATIVE RULE MAKING REVIEW COMMITTEE FOR THEIR REVIEW.

  
Larry W. Absten, Executive Director

**FISCAL NOTE FOR PROPOSED RULES**

**Rule Title:** Curriculum and Minimum Requirements Subjects and Hour Scheduling  
Rules and Regulations for Schools of Beauty Culture Operation in WV;  
Joint Barbers and Beauticians License (3 CSR 1)

**Type of Rule:**  **Legislative**       **Interpretive**       **Procedural**

**Agency** WV Board of Barbers and Beauticians **Address** 4860 Brenda Lane, Guthrie Center  
Charleston, WV 25312

1. Effect of Proposed Rule	ANNUAL		FISCAL YEAR		
	Increase	Decrease	Current	Next	Thereafter
<b>Estimated Total Cost</b>	\$	\$	\$ 0	\$ 0	\$ 0
Personal Services					
Current Expense					
Repairs and Alterations					
Equipment					
Other					

**2. Explanation of above estimates.**

We anticipate a slight reduction in administrative costs due to the simplification and consolidation of this licensing process.

**3. Objectives of these rules:**

- 1) To establish a joint barber/beautician license for individuals who have completed the required courses of instruction in barbering and beauty culture.
- 2) To establish a new table of curriculum requirements for barbers with 2,000 hours training to obtain a cosmetology cross-over license.
- 3) minor "clean up" changes

4. Explanation of Overall Economic Impact of Proposed Rule.

A. Economic Impact on State Government.

The economic impact on state government will be negligible due to the restricted number of individuals affected and the fact that many of these individuals who are dual licensed have placed one of their licenses on inactive status. The slight reduction in fees collected will be partially offset by reduced administrative costs in maintaining records on the dual licensing system now in effect.

B. Economic Impact on Political Subdivisions; Specific Industries; Specific groups of citizens.

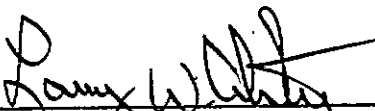
The only group impacted by this rule would be those individuals who are dual licensed as both barber and beauticians in this state. This will grant these individuals relief from the disparity of the present dual licensing system.

C. Economic Impact on Citizens/Public at Large.

None.

Date 5/25/90

Signature of Agency Head or Authorized Representative

  
\_\_\_\_\_  
Larry W. Absten, Director  
Board of Barbers and Beauticians

DATE: July 15, 1990

TO: LEGISLATIVE RULE-MAKING REVIEW COMMITTEE

FROM: WV Board of Barbers and Beauticians

LEGISLATIVE RULE TITLE: See Below\*

1. Authorizing statute(s) citation \_\_\_\_\_

W.Va. Code §30-27-1

2. a. Date filed in State Register with Notice of Hearing:

June 6, 1990

b. What other notice, including advertising, did you give of the hearing?

Notice was sent to schools of barbering and beauty

culture and was published in several newspapers.

c. Date of hearing (s): July 8, 1990

d. Attach list of persons who appeared at hearing, comments received, amendments, reasons for amendments.

Attached X

No comments received \_\_\_\_\_

e. Date you filed in State Register the agency approved proposed Legislative Rule following public hearing:  
(be exact)

f. Name and phone number of agency person to contact for additional information:

Larry W. Absten, Executive Director - 348-2924

\*Curriculum and Minimum Requirements Subjects and Hour Schedule, Rules and Regulations for Schools of Beauty Culture Operation in West Virginia; Joint Barbers and Beauticians License (3 CSR 1)

3. If the statute under which you promulgated the submitted rules requires certain findings and determinations to be made as a condition precedent to their promulgation:

a. Give the date upon which you filed in the State Register a notice of the time and place of a hearing for the taking of evidence and a general description of the issues to be decided.

\_\_\_\_\_ N/A \_\_\_\_\_

b. Date of hearing: \_\_\_\_\_ N/A \_\_\_\_\_

c. On what date did you file in the State Register the findings and determinations required together with the reasons therefor?

\_\_\_\_\_ N/A \_\_\_\_\_

d. Attach findings and determinations and reasons:

Attached \_\_\_\_\_ N/A \_\_\_\_\_

WEST VIRGINIA BOARD OF BARBERS AND BEAUTICIANS

RULE ABSTRACT

Title: Curriculum and Minimum Requirements Subjects and Hour Schedule, Rules and Regulations for Schools of Beauty Culture Operation in West Virginia; Joint Barbers and Beauticians License.

CSR Title & Series: 3 CSR 1

Type: Legislative

Summary: The proposed amendments: 1) establish a joint barber/beautician license for individuals who have completed both the barber and beauty culture courses. 2) establish a new 300 hour cross over curriculum for barbers who have completed the 2,000 hour barber curriculum. 3) make minor "clean up" changes. 4) delete repeal of rule clause.

For further information contact: WV Board of Barbers and Beauticians, 4860 Brenda Lane, Guthrie Center, Charleston, WV 25312, Telephone 348-2924.

Proposed Rules  
Public Comments Received  
Discussion and Response

Title: "Curriculum and Minimum Requirements Subjects and Hour Schedule, Rules and Regulations for Schools of Beauty Culture Operation in West Virginia; Joint Barbers and Beauticians License", West Virginia Board of Barbers and Beauticians Legislative Rules, 3 CSR 1.

A public hearing regarding this rule was held on July 8, 1990, and was attended by thirteen people. Copies of comments are attached. Ms. Nancy Smith representing Little French Beauty Academy of Bluefield and Mr. Albert Ciampanella representing the West Virginia Cosmetology Association (WVCA) were the speakers. For "proposed": 1) Strike-throughs indicate a deletion proposed for public hearing. 2) Underlining indicates new text which was proposed for public hearing. 3) Strike-throughs of underlined text indicate deletion of a proposed addition. 4) Double underlining indicates text added after the public hearing. 5) Restoration of text proposed to be deleted is shown by double underlining plus strike-throughs. 6) Deletion of existing text after the hearing is shown by strike-throughs enclosed in brackets.

(1) Comment (Albert Ciampanella): 3 CSR 1, Subsection 4.1. The word "character" should be changed to "competency".

Response: The Board agrees that "competency" should be a factor in granting a school license. Therefore, the word "competency" will be inserted in this section. However, the Board feels that the word "character", relating to the moral and ethical standards of any applicant, is of concern, therefore, will continue to include this as a requirement.

(2) Comment (Nancy Smith): 3 CSR 1, Subsection 4.2 (J). Requirement for 40 manicure tables should be 4.

Response: This was a typographical error and has been changed.

(3) Comment (Nancy Smith): 3 CSR 1, Subsection 4.2 (L). Put the words "and/or" at the end of Paragraph (L). Our beauty schools in the state have students assigned to dispensary using wet sterilizers and dry sterilization.

Response: The wet sterilizer in combination with dry sterilization is the preferred method. Therefore, this requirement will remain in effect. However, the Board will continue, as they have in the past, to make allowances for schools which conduct proper sterilization procedures through a central dispensary.

(4) Comment (Albert Ciampanella): 3 CSR 1, Subsection 5.3 (C). The word "demonstrator" should be defined so it does not allow for different meanings by sitting boards of the future.

Response: The Board has deleted the first sentence of the section, but believes that the intent of the remainder of the section

clearly indicates the individual performing the demonstration may do so only in the presence of a licensed instructor, thereby indicating that they are not a licensed instructor and therefore may not teach any part of the prescribed beauty curriculum.

(5) Comment (Nancy Smith): 3 CSR 1, Table 3-1A. Trimming beards and mustaches needs to be added to beauty culture curriculum.

Response: The Board agrees that this requirement should be added to the curriculum to be consistent with the Legislative Amendment of Series 4 permitting beauticians to trim beards and mustaches.

(PROPOSED)

TITLE 3

LEGISLATIVE RULES  
BOARD OF BARBERS AND BEAUTICIANS

CURRICULUM AND MINIMUM REQUIREMENTS SUBJECTS AND  
HOUR SCHEDULE, RULES AND REGULATIONS FOR SCHOOLS  
OF BEAUTY CULTURE OPERATION IN WEST VIRGINIA;  
JOINT BARBERS AND BEAUTICIANS LICENSE

SERIES 1

1990

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For Filing with the Legislative  
Rule-Making Review Committee

(PROPOSED)

LEGISLATIVE RULES  
BOARD OF BARBERS AND BEAUTICIANS

CURRICULUM AND MINIMUM REQUIREMENTS, SUBJECTS AND  
HOUR SCHEDULE, RULES AND REGULATIONS FOR SCHOOLS  
OF BEAUTY CULTURE OPERATION IN WEST VIRGINIA;  
JOINT BARBERS & BEAUTICIANS LICENSE

3 CSR 1

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(PROPOSED)

TITLE 3  
LEGISLATIVE RULES  
BOARD OF BARBERS AND BEAUTICIANS

SERIES 1  
CURRICULUM AND MINIMUM REQUIREMENTS, SUBJECTS AND HOUR SCHEDULE,  
RULES AND REGULATIONS FOR SCHOOLS OF BEAUTY CULTURE OPERATING  
IN WEST VIRGINIA; JOINT BARBER AND BEAUTICIANS LICENSE

\$3-1-1. General

1.1. Scope - This legislative rule establishes curriculum and minimum requirements, subjects and hour schedules, rules and regulations for schools of beauty culture operating in West Virginia.

1.2. Authority - W. Va. Code §30-27-1. Related - W. Va. Code §30-27-1 et seq.

1.3. Filing Date -

1.4. Effective Date -

1.5. Notice of Public Hearing - June 6, 1990

1.6. Public Hearing - July 8, 1990

1.7. Approval Date - This rule was approved by the West Virginia Board of Barbers and Beauticians on August 6, 1990.

1.8. Supersession and Repeal of Former Regulations - This rule supersedes and repeals "Curriculum and Minimum Requirements, Subjects and Hours Schedule, Rules and Regulations for Schools of Beauty Culture Operating in West Virginia; Joint Barber and Beautician License", Board of Barbers and Beauticians Legislative Rules, 3 CSR 1, filed June 27, 1989, and effective July 1, 1989.

\$3-1-2. Application and Enforcement

2.1. Application - This rule applies to owners and operators of schools of beauty culture and persons individuals seeking a joint barber and beautician license.

2.2. Enforcement - The enforcement of this rule is vested with the West Virginia Board of Barbers and Beauticians.

\$3-1-3. Schedule of Subjects and Hours

3.1. Minimum Curriculum for Beautician License

3.1.1. Every West Virginia school of beauty culture shall conduct a course of study consisting of at least a minimum of two thousand (2000) clock hours, divided as shown in Table 3-1A at the end of this rule. On the first day of each month the school shall post on a bulletin board available to all students an accurate record of the

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number of hours devoted to the prescribed subjects during the previous month and the cumulative total of hours completed since the student's enrollment for each student by permit number. This record shall be left posted the entire month. The final examination of each student shall also be made a part of the application for examination of each student before the West Virginia Board of Barbers and Beauticians.

3.1.2. A copy of this rule must be posted on a bulletin board.

3.1.3. The objectives of this cosmetology curriculum are to train students in all phases of beauty culture to adequately pass the Board examination and to attain successful employment in the beauty industry.

3.1.4. Practical work during the first three hundred (300) hours shall be restricted to manikins only.

**3.2. Curriculum for Barbers to Obtain a Cross-Over Cosmetologist License** - The curriculum for a barber to adequately pass the cosmetologist examination in order to obtain a cross-over cosmetologist license is shown in Table 3-1B found at the end of this rule. An individual must have completed the one thousand eight hundred hours (1,800) of barber's training prior to taking the five hundred (500) hour cosmetology cross-over license training. An individual who has completed the barber's training may, however, take the cosmetology cross-over training prior to taking the barber examination. Upon completing both sets of training requirements, the individual must then submit to both the one thousand eight hundred (1,800) hour barber examination and the five hundred (500) hours cosmetology examination. Out-of-state applicants shall be considered on an individual basis. Requirements which are substantially equal are accepted. Requirements of less than one thousand eight hundred (1,800) hours barber's training are usually accepted if supplemented by one (1) year of practical experience for every three hundred (300) hours of schooling not to exceed one thousand (1,000) hours.

**3.3. Curriculum for Cosmetologists to Obtain a Cross-Over Barber License** - The curriculum for a cosmetologist to adequately pass the barber examination in order to obtain a cross-over barber license is shown in Table 3-1C found at the end of this rule. Individuals must have completed ~~or~~ two thousand (2,000) hours of cosmetologist's training prior to taking the three hundred (300) hours barber cross-over license training. An individual who has completed the cosmetologist's training may, however, take the barber cross-over training prior to taking the cosmetology examination. Upon completing both sets of training requirements, the individual must then submit to both the two thousand (2,000) hour cosmetology examination and the three hundred (300) hours barber examination. Out-of-state applicants shall be considered on an individual basis. Requirements

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substantially equal are accepted. Requirements of less than ~~er~~ two thousand (2,000) hours cosmetologist's training are usually accepted if supplemented by one (1) year of practical experience for every three hundred (300) hours of schooling not to exceed one thousand (1,000) hours.

3.4. Individuals who have completed the cross-over curriculum from barbering to beauty culture or beauty culture to barbering shall be issued a joint Barber/Cosmetology license and shall be liable for only one annual renewal fee of twenty-five dollars (\$25.00).

**\$3-1-4. Qualifications, Classrooms, Equipment and General Instructions**

4.1. **Qualifications** - A school owner, or any ~~person~~ individual who intends to own a school of beauty culture in this State, is required to submit to the West Virginia Board of Barbers and Beauticians satisfactory evidence as to the character and competency of the ~~persons~~ individuals interested in managing and teaching in the school, literature and advertising material pertaining to the school, a copy of the contract to be signed by the prospective students and establish any necessary facts regarding the ownership of the school.

4.2. **Classrooms, Equipment** - Each school of beauty culture shall have ~~at-least~~ a minimum of two (2) classrooms in use at all times. One (1) room, to be used for demonstrations, or lecture, or clinical work, shall be fully equipped and arranged in a manner to comply in every way, and at all times with the rules promulgated by the West Virginia Board of Barbers and Beauticians. Following is an approved list of the minimum equipment with which a beauty school will be permitted to operate for ~~not-more-than~~ a maximum of twenty (20) students. Additional equipment must be installed in proportion to the increase in enrollment.

- (a) One (1) blackboard, not less than 4 x 8 feet in size.
- (b) Twenty (20) dresserettes and twenty (20) mirrors, or twenty (20) combination work tables. There must be a workstation table and chair for each student enrolled in school at all times.
- (c) Five (5) shampoo bowls.
- (d) Ten (10) hairdryers.
- (e) Three (3) facial chairs.
- (f) Two (2) facial supply trays.
- (g) Two (2) hydraulic haircutting chairs.
- (h) Two (2) vibrators.

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- (i) Two (2) therapeutic lamps.
- (j) Four (4) manicure tables.
- (k) Sufficient clean linen cabinet space.
- (l) One (1) dip (wet) sterilizer for each booth and work table.
- (m) Dry sterilization sufficient to accommodate as many students as are engaged in clinical work at any one time.
- (n) Sufficient training aids.
- (o) Twenty (20) hairdressing chairs.
- (p) Head manikins to be furnished by the school for each student, as part of kit for practical hairdressing.
- (q) Twenty (20) classroom chairs.
- (r) At least ten (10) waste containers.
- (s) One (1) large bulletin board conspicuously located for student permits, rules, regulations, notices, etc.
- (t) One (1) set of record files.

**4.3. General Instructions**

- (a) The classroom shall be equipped with a chalkboard and scientific illustrations dealing with cosmetology. This room shall be used for lectures, demonstrations or scientific instruction to students.
- (b) All schools shall provide and maintain adequate rest-room facilities.
- (c) No students will be permitted to enter any class for study, or given credit for any work done in school, prior to the time their license has been received from the office of the Board.
- (d) All books and literature that will aid in student learning are encouraged to be used.
- (e) Each school of beauty culture shall maintain a library of suitable reference books approved by the Board annually.
- (f) Each school of beauty culture shall hold regular classes for the teaching of both the theory and the practice of all branches of beauty culture.

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(g) Schools shall not guarantee positions to students, nor guarantee financial aid in equipping a shop.

(h) Schools are not limited to any particular system of teaching cosmetology. Students should be familiar with the various methods and practices in their profession and the different supplies and equipment used in the beauty industry.

(i) Each school must have an admission office, properly equipped with filing cabinet, etc., and maintain duplicate copies of records sent to the West Virginia Board of Barbers and Beauticians.

(j) Each school shall advertise only under the designation of a beauty school and shall display conspicuously at the entrance to said school a sign in plain block, display lettering at least one (1) inch in height, as follows: "All Work Done By Students Only."

(k) All service prices must be displayed in the clinic area. The prices must be followed by the words, "Student Work", in lettering at least one half (1/2) the size of the lettering used to display the price.

(l) Instructors, as well as students, must, during school hours, be attired in washable uniforms, which must be kept clean and neat at all times. Uniforms worn by the instructors must be different from those worn by the students so they may be easily recognized.

(m) All bottles and containers in use must be distinctly and correctly labeled, showing the use for which the contents are intended.

(n) The West Virginia Board of Barbers and Beauticians shall be furnished with a copy of the current school catalog and copies of all student contracts. At any time changes are made in any of the above, the Board shall be furnished with a copy of same, as revised within thirty (30) days of the change or revision.

**§3-1-5. Attendance, Records, Teaching Staff**

**5.1. Attendance**

(a) All schools of beauty culture must establish regular school hours.

(b) Schools shall require that all students attend classes at least eighty percent (80%) of the time enrolled in school. Attendance shall not be required to exceed eight (8) hours per days, exclusive of lunch period. Any absence for more than twenty percent (20%) of the time after enrollment must be accounted for by a written excuse from a doctor, dentist, or someone acceptable to the Board, who can certify

to the necessity for such absence.

Note: Hours herein referred to shall mean full clock hours.

### 5.2. Records

(a) **Daily Records** - Each school shall keep a daily class record on each student, showing hours devoted to the respective subjects, and the total number of hours in attendance, days present and days absent.

(b) **Monthly Records** - A monthly record of the entire enrollment must be sent to the office of the West Virginia Board of Barbers and Beauticians on or before the fifth working day of each month on forms furnished to the schools for ~~the~~ that purpose, showing the student's name, permit number, number of months reported, hours absent, hours present, total hours and their projected graduation date.

(c) **Permanent Records** - A permanent record shall be compiled by the manager of each school from the daily class records. This record shall be subject to inspection at any time by any member of the West Virginia Board of Barbers and Beauticians, or any authorized representative.

(d) **Final** - The manager of each school shall compile from his or her records a summary of each student's grades, hours and attendance, which shall be presented to the student upon graduation, and shall also be made a part of his or her application for licensure by examination. The manager must sign each copy of the required records, certifying that the record is correct, and that the student has received a diploma from his or her school.

### 5.3. Teaching Staff

(a) No school will be permitted to open or operate with less than three (3) licensed senior instructors: Provided, that schools having a valid license as of the effective date of this rule shall employ a minimum of two (2) licensed senior instructors. There must be one (1) senior or student instructor for every twenty (20) students, or reasonable average thereof, and an instructor shall be in the study and classrooms of the school at all hours, and supervise all practice student work.

(b) Each instructor in a beauty school shall devote his or her entire time during school hours to instruction, and shall not apply his or her time to the private or public practice of beauty culture for compensation during school hours.

(c) [~~Teaching-by-demonstrators-is-strictly-forbidden,-but-a~~] A demonstrator may demonstrate to the students in school new processes, preparations and appliances in the presence of the licensed instructors.

**\$3-1-6. Post Graduate Instruction Credits that may be Accepted from Schools of Beauty Culture not Located in West Virginia**

A student who has been graduated from a recognized school of beauty culture not located in West Virginia can be given credit only for the amount of hours required for graduation under the regulations in that particular state. These hours may apply on the two thousand (2,000) hours required for graduation from a school in this State. All credits submitted and accepted under this rule must be duly certified by the manager of the school the student attended, showing subjects studied, hours and grade received on each. This record will be held by the school manager until the student graduates, and then will be made a part of his or her application for examination as a beautician in this state.

Private lessons may be given to licensed beauticians who are desirous of gaining more knowledge in any subject or subjects, which they are already licensed to practice.

**\$3-1-7. Required Forms** - Required beauty school reports will be on forms approved and supplied by the West Virginia Board of Barbers and Beauticians.

**\$3-1-8. Enforcement** - Enforcement of this rule is vested with the West Virginia Board of Barbers and Beauticians.

**\$3-1-9. Administrative Due Process** - Those affected persons individuals desiring a contested case hearing shall do so in a manner pursuant to the provisions in Chapter 29A, Article 5 of the West Virginia Code.

**\$3-1-10. Severability** - If any provision of this rule or the application thereof to any person individual or circumstance shall be held invalid, such invalidity shall not affect the provisions or applications of this rule which can be given effect without the invalid provision or application, and to this end the provisions of this rule are declared to be severable.

~~**\$3-1-11. Repeal of Rule** --- This rule will automatically be repealed on July 1, 1991, unless extended prior to that date by an act of the Legislature.~~

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Table 3-1A. Minimum Curriculum for a Beautician License

	<u>LECTURE</u>	<u>DEMON- STRATION</u>	<u>MANIKIN PRACTICE</u>	<u>CLINIC</u>	<u>TOTAL HOURS</u>
Ethics, Personal Hygiene, Visual Poise and Personality Development	10				10
Sanitation, Sterilization and Bacteriology	15	5			20
Shampooing and Rinsing	5	2	1		8
Hair and Scalp Treatment	6	1	3		10
Manicuring and First Aid	3	1			4
Haircutting	5	5	10		20
Hairstyling	10	10	30		50
Permanent Waving	15	10	40		65
Safety Precautions	10				10
Salesmanship and Merchandising	10				10
<u>Merchandising</u> Wiggery and Hair Pieces	2	1	4		7
Review for Clinic Floor		5			5
Facials, Massage, Paks and Eyebrow Arching	5	3	3		11
Chemical Hair Relaxing and Hair Straightening	8	7	10		25
Hair Coloring and Lightening	<u>20</u>	<u>20</u>	<u>5</u>		<u>45</u>
SUB TOTAL First 300 Hours	124	70	106		300

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TABLE 3-1a. Minimum Curriculum for a Beautician License (Cont'd.)

SUPERVISED CLINIC PRACTICE

	<u>LECTURE</u>	<u>DEMON- STRATION</u>	<u>MANIKIN PRACTICE</u>	<u>CLINIC</u>	<u>TOTAL HOURS</u>
Sanitation, Sterilization and Bacteriology				<u>60</u> [ <del>120</del> ]	<u>60</u> [ <del>120</del> ]
Shampooing and Rinsing				37	37
Hair and Scalp Treatment				40	40
Manicuring and First Aid		2		31	33
Haircutting		13		300	313
<u>Beard &amp; Mustache Shaping</u>	<u>5</u>	<u>15</u>		<u>40</u>	<u>60</u>
Hairstyling		13		400	413
Permanent Waving		20		200	220
Wiggery and Hair Pieces		2			2
<u>Merchandising</u> <u>Merchandising</u> Unassigned				20 7	20 7
Facials, Massage, Paks and Eyebrow Arching				44	44
Chemical Hair Relaxing and Hair Straightening				65	65
Hair Coloring and Lightening		<u>13</u>		<u>155</u>	<u>168</u>
SUB TOTAL		63		1419	1482

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TABLE 3-1A. Minimum Curriculum for a Beautician License (Cont'd.)

LECTURE ON SCIENTIFIC SUBJECTS

	<u>LECTURE</u>	<u>DEMON- STRATION</u>	<u>MANIKIN PRACTICE</u>	<u>CLINIC</u>	<u>TOTAL HOURS</u>
Nail disorders	3				3
Chemistry	15				15
Skin, Scalp and Hair Disorders	9				9
Electricity, Light Therapy	12				12
Anatomy and Cells	20				20
State Laws and Regulations	20				20
Beauty Salon Management	25				25
Dispensary				80	80
Appointment Desk	1	2		16	19
Job Placement	<u>10</u>	—	—	<u>5</u>	<u>15</u>
SUB TOTAL	115	2		101	218
TOTAL					2000

SUMMARY

Scientific Subjects	239
Beginner's Demonstration	70
Beginner's Manikin Practice	106
Demonstrations, Clinic Manikin Practice	<u>1585</u>
TOTAL PRESCRIBED TRAINING PERIOD	2000

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TABLE 3-1B. Curriculum Requirements for Barbers to Obtain a Cross-Over Cosmetologist License

	<u>LECTURE</u>	<u>DEMON- STRATION</u>	<u>CLINIC PRACTICE</u>	<u>CLINIC</u>	<u>TOTAL HOURS</u>
Manicuring & Disorders	3	2		5	10
Hairdressing	15	10	30	75	130
Permanent Waving & Haircutting	30	30	60	160	280
Makeup	3	2		5	10
Haircoloring & Lightening	20	20		15	55
Dispensary	—	—	—	<u>15</u>	<u>15</u>
TOTALS	71	64	90	275	500

TABLE 3-1C. Curriculum Requirements for Cosmetologists to Obtain a Cross-Over Barber License.

	<u>LECTURE</u>	<u>DEMON STRATION</u>	<u>CLINIC PRACTICE</u>	<u>CLINIC</u>	<u>TOTAL HOURS</u>
Mustaches & Beards	4	2		21	27
Haircutting	10	10		85	105
Hairstyling	10	15		65	90
Honing, Stropping & Shaving	8	8		37	53
Hair Pieces	<u>10</u>	<u>10</u>	<u>5</u>	—	<u>25</u>
TOTALS	42	45	5	208	300

3 CSR 1

Table 3-1D. Curriculum requirements for barbers with 2,000 hour barber/permanent wave training to obtain a cross-over cosmetology license.

	LECTURE	DEMON- STRATION	CLINIC PRACTICE	CLINIC	TOTAL HOURS
Manicuring & Disorders	3	2		5	10
Hairdressing	15	10	30	75	130
Haircutting	10	10	20	40	80
Makeup	3	2		5	10
Haircoloring & Lightening	20	20		15	55
Dispensary				15	15
<b>TOTALS</b>	<b>51</b>	<b>44</b>	<b>50</b>	<b>155</b>	<b>300</b>

PUBLIC HEARING

BARBERS AND BEAUTICIANS RULES

July 8, 1990

DO YOU WISH TO COMMENT (YES/NO)

GROUP REPRESENTED (IF ANY)

ADDRESS

NAME

NAME	ADDRESS	GROUP REPRESENTED (IF ANY)	DO YOU WISH TO COMMENT (YES/NO)
Russell C. Anderson	Box 126 Mallory rd 2834	Barbers Association Board	1.
Ray R. Piphals	Rt 21 Box 101 Birds of a feather w.c.	Barbers & Beauticians (shop)	2.
(Robert Clempson)	41 E. K. Howard St W. E. C. C. w. 28801	W. C. C.	3.
Francis D. Harris	119 N. Centre St 599 S. Super St Martinsburg W.V.	INTERNATIONAL BYG SCH	4.
June Mathew	4932 Dempsey Dr Cross Lanes, W		5.
W. J. Angles	311 Elm St. C. Burg, W. Va.	B + B Bd.	6.
Don Carl	2024 - Arthur Ave. Huntington - W.V.	B + B Bd.	7.
John Seminkle	Clarksburg, WV 205 Forest Road	B + B	8.
Jim Chapman	Huntington, WV 25705 412 EIGHT ST		9.
Jack Nolta	HUNT. W. VA., W. VA. 25701	A.S.B.C.	10.
Joe Dourand	Little French Beauty Academy	Bld W.V.	11.
Janey Smith	Bld W V		12.
Donna W. Wild	4932 Dempsey Dr. Cross Lanes	BOARD OF BARBERS & BEAUTICIANS	13.



## LITTLE FRENCH *Beauty Academy*

Complete Training In All Lines  
Of Beauty Culture  
3230 East Cumberland Road  
Bluefield, West Virginia 24701  
Phone 304-325-3696

NANCY F. SMITH  
President and Director  
FRED PARSONS, SR.  
Vice President  
NITA S. BATES  
Manager  
MARQUETTA DOWNARD  
Asst. Manager

Larry W. Absten, Executive Director  
WV State Board of Barbers and Beauticians  
4860 Brenda Lane  
Guthrie Center  
Charleston, WV 25312

Dear Mr. Absten:

I have enclosed comments on the following proposed legislative rules,  
Series 1,2,3,5, and 6, by the WV State Board of Barbers and Beauticians.

Sincerely,

*Nancy F. Smith*

Director

NFS/mts



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To: W V State Board of Barbers & Beauticians

When: Public Hearing - July 8, 1990

Where: Conference Room C, Conference Center - Bldg. 7  
Capital Complex Charleston, W V 24305

## SERIES 1

### Page 4 subsection 4.2

Under (j) Four (40) manicure tables.

Comment: (j) should be (04).

Under (L) One dip sterilizer for each booth & work table

(m) Dry Sterilizer, etc.

Comment:

Put the words and/or at the end of paragraph (L). Our Beauty Schools in the state have students assigned to dispensary using wet sterilizers and dry sterilization.

### Page 8 Table 3 - 1A Min. Curriculum For a Beauticians License.

Comment:

Trimming Beards and Mustaches needs to be added to Beauty Culture curriculum.

Page 4

In series 2 subsection 5.12 - No instructor shall teach any subject in any school of barber or beauty culture not listed by the board as required subject in the curriculum - etc.

Comment:

Mustaches and Beards is a subject in the professional Barbers-Styling textbook. Since beauticians can now trim mustaches & beards - then students must be taught this subject. See Series 3 subsection 3.25 page 4- left out of these series are Beauticians can now trim mustaches & beards.



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## Series 2

### Page 1, subsection 3-2-3

Age limit for Instructors-Student Instructors must be at least 19 years of age. For Regular Instructors, must be at least 21 years of age.

#### Comment:

If a Student Instructor teaches 3 years before licensed as a Senior Instructor, the age should be 22 years of age.

### Page 2, subsection 4.6

No applicant may secure licensure and/or renewal for a gross period of more than 5 years.

#### Comment:

What is the minimum time for applicant to secure the required training? I believe it should be 3 years after licensed as a Student Instructor, except for licensed beautician or barber who has worked in the field for 5 years then they will only have to have 2 years training as a Student Instructor and this is covered in Series 2, subsection 5.4, page 3.

### Page 5, subsection 6.1.2

Within each 2 year period, renew the certificate indicating proficiency in advance hairstyling, etc.

#### Comment:

This applies to Senior Instructors in beauty culture only. Since Senior Barber Instructors teach permanent waving they need to have advanced styling also.



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## SERIES 3

### S 3-3-3 Sanitation and Operation Requirements

Page 1 subsection 3.1 Every barber/beauty shop, or school of barbering/beauty culture, shall at least ten days prior to opening return to the board the completed shop opening application and \$25.00 inspection fee, etc.

#### Comment:

Under State Law 30-27-8 3rd paragraph quote " The initial license fee for each school of barbering and each school of beauty culture shall be five hundred dollars and the annual renewal fee shall be two hundred fifty dollars to be paid in such manner as the board may prescribe, on or before January first of each year." These fees should be put into the above statement of subsection 3.1.

Page 3. Series 5 subsection 5.2 Time of filing-application for a licence shall be filed with the board at least 60 days prior to the board meeting at which the applicant is requested to be considered.

Page 3 subsection 3.15. The advertised price of a permanent wave must include a shampoo and all other preparations necessary prior to giving the wave and every act necessary to complete the permanent wave.

#### Comment:

If we are to give quality service, we need to include shampoo, cut and style in the permanent wave price. If the beauticians and barbers/permanent wavers of this state needs to make more money, they need to up the price of their perms.

We have been giving perms since the 30's with the shampoo, cut and style in the price of the perms-why change now?



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### Series 5

#### S 3-5-6 Licenses

#### Page 4, subsection 6.3

Annual License Fee--Every licensee shall annually upon or before the first day of January pay to the Board the sum of (\$250.00) two hundred fifty dollars as an annual license fee for the next succeeding fiscal year.

#### Comment:

Under State Law 30-27-8 3rd paragraph- The initial fee for each school of barbering and beauty culture is \$500.00. This fee should be included in this subsection 6.3 as Initial Fee and Annual License Fee.



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## Series 6

### Page 3, subsection 5.4

The use of questions and answer books in schools of barbering is strictly forbidden.

#### Comment:

We think they should delete this subsection because in the series I-curriculum for schools of beauty culture, we do not have this stipulation. We only use these question and answer books for the students to study by.

### Page 4, subsection 5.12

No student enrolled in a school of barbering shall be permitted to work upon a patron who is paying for the service or materials, until such student has been in attendance for a period of (350) three hundred fifty hours.

#### Comment:

In the beauty schools, pre-clinic work is (300) three hundred hours. These hours should be equal with barber and beauty schools. We believe making it 300 hours with both types of schools would be best.

3 CSR 1

4.1 - page 3 - - line 4

The word "character" should be changed to read "competency."

Note: The Board of barbers & beauticians has the right and responsibility to judge competency of those they govern but certainly were not intended to have the right to judge character.

5.3 - pg 6 - para 3 - line 1

The word "demonstrator" should be defined so it does not allow for different meanings by sitting boards of the future.

Note: Rules and the Code that allow for different interpretations seem to be the trouble spots that need to be cleaned up!

ALBERT C. CAMPANELLA  
41 ELKHORN ST  
WELLS R.H. W.D. 24801

4.3 - pg 2

This rule is too weak. If instructors are to be allowed to teach a subject they should have a thorough background and knowledge base. 100 hours of training with only 46 of those hours dealing with permanent waving does not qualify an instructor to teach a class of 285 hours in permanent waving.

Note: The need for barbers to do permanent waving is a fact of life in this day of our industry - - the time has arrived and the Board should take all necessary action to put into the Code or Rule a curriculum for both the individuals who chose to practice barbering and the individuals who chose to do cosmetology. This curriculum should be the same. Barbers need to do the services to compete but have not wanted the title of beautician. Let the graduate select the title of their license to read either barber or cosmetologist.

4.5 - pg 2

If there is an advantage to securing a certificate from an advanced hairstyling school for the beautician instructor there surely is the same need for the barber instructor to secure the certificate now that they are required to teach 180 hours of hairstyling.

Note: Again this is proof that our industry should not be divided by curricula or education.

NOTE: This is the time to create ONE CURRICULUM FOR SCHOOLS OF BARBERING OR BEAUTY CULTURE TO BE ENTITLED SCHOOLS OF COSMETOLOGY, THUS THERE WILL BE NO NEED FOR SERIES 6.

3.1 - pg 1 - lines 4 and 5

CLEAN UP - beauty salons/schools should be added.

3.2 - line 1

Delete the word "toilets".

Note: The words bathrooms and toilets are now both the same in meaning.

3.2 - pg 2 - para 1

Is this rule legal?

Note: With the passage of the partition law it would seem this rule can not apply - with the law a beauty shop or barber shop could open a pet store in their business location.

3.3

Should be changed to read "hands should be kept clean at all times.

Note: A busy beautician shampoos the clients hair, rolls the hair with clean tools but is required by Rule/Code to cleanse their hands prior to washing the hair of the next client. During the winter months most busy hairdressers have clean, dry, cracked, bleeding hands and this rule mandates the hairdresser to wash those clean, dry, cracked, bleeding hands again before they shampoo the client. This Rule is not followed/obeyed.

3.6

The words "hands" and "or" should be deleted.

Note: When hairdressing or setting lotions are used the portion remaining on the hands is blotted on the towel. A towel, whose only purpose now is to catch any liquid from wet hair before it falls on the floor.

3.8

Delete - except last sentence.

Note: Now that barbers are doing perms the proper word is sink or shampoo bowl. These rules should be printed for 1990 not 1937:

3.9

QUESTION? Does this mean that in a residence a shop or salon toilet is to be used only by the clients?

3.12

Delete the word "needles".

3.13

Should be deleted.

Note: hands are also used to apply setting lotions, foams, etc.

3.14

Words "after each use" should be deleted.

Note: Time is money - lets hope the worker is to busy to waste this needless excercise.

3.15

Should be deleted.

Note: Since this Rule was established schools have taught and Boards have decreed the price of a perm must include a shampoo, haircut and finished set.

The act of Permanent waving is a chemical process that is completed with the cool water rinse.

Fashion and habit dicte that most heads of hair are shamp - ood daily consquently many heads are not shampooed in the salon the day of the perm. Most styles are cut after the completed perm and many are not cut the day of the perm.

Let us not have a mandated Rule we can not obey.

3.19

Delète the second sentence.

Note: Again let us have Rules for 1990 - who today have cuspidors for use. The law seems to be moving to even stop the use of cigarettes in public places.