

**National Accrediting Commission of Cosmetology Arts & Sciences, Inc.**

4401 Ford Avenue, Suite 1300 Alexandria, VA 22302-1432 • (703) 600-7600 • FAX (703) 379-2200

<http://www.naccas.org> [naccas@naccas.org](mailto:naccas@naccas.org)

**Invitation to Apply for  
Community Call for Comment  
February 8-9, 2008**

**Westin Hotel  
801 N. Glebe Road  
Arlington, VA 22203  
(703) 717-6200  
FAX (703) 717-6260**

**Response Requested By**

**January 8, 2008:** Due date applications to appear on behalf of communities of interest

**January 21, 2008:** Due date to register to observe community dialog (with option of making statement at open mike)

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### **Community Call for Comment February 4, 2008**

The Board of Commissioners of the National Accrediting Commission of Cosmetology Arts & Sciences, Inc., seeking ways to make certain it receives comments from all constituencies on policy issues, has adopted a Community Call for Comment process, inspired by the rulemaking procedures used by the United States Department of Education. If you are interested in representing the voice of one of NACCAS' many constituencies at a one and a half day hearing, Friday, February 8 to Saturday, February 9 (noon), 2008 in Arlington, Virginia, please fill out and submit the application form on page 3. The Commission shall select up to 24 constituency representatives and alternates from among the applicants in order to achieve the broadest possible representation. Expenses related to attendance are the responsibility of the person who attends.

Anyone may attend the Community Call for Comment as an observer. However, if this is your intention, please register, using the registration form on page 4, so that NACCAS may arrange for a hearing room adequate in size.

The topics of special interest to the Commission are listed below. Material on the topics will be disseminated prior to the meeting. (Topics subject to change.)

1. Additional Locations (branches): What NACCAS refers to as a branch is considered an additional location by the U.S. Department of Education. Would institutions be better served if NACCAS adopted the same nomenclature as the Department? What types of requirements would enable the Commission to ensure that additional locations had sufficient oversight by the main campus to ensure compliance with accreditation standards?
2. Advertising and the new technology: Currently, NACCAS considers both print and electronic presentation of an institution's offerings as advertising. Is there a need to clarify the scope of coverage of NACCAS' policy on advertising? Is there a need to provide for more specifics on what is acceptable advertising, for example, currently advertising in a job section is considered to be misleading. Pictures in brochures and or websites must distinguish location.
3. Restructuring of the zones (more at-large seats? Re-balance school representation): The Commission's thirteen members include seven school owner/administrators. Six are elected by zones and one is "at large." The six zones were revised in 1996 to achieve a roughly equivalent number of accredited institutions in each zone. With the proliferation of a few large chains of schools, the elections for Commissioners representing some zones may effectively be under the control of a limited number of school owners.

The Commission seeks input on ways to ensure the Board enjoys the perspectives and “voice” of school owners / administrators representing a range of types of institutions and interest groups.

4. The U.S. Department of Education has detailed regulations on paid recruitment of students. Would the quality of education be enhanced if NACCAS also set additional standards covering the recruitment of students? Does NACCAS need to have guidelines?
5. Definition of “Significant Changes”: Federal regulations require recognized accreditors to have procedures for approving significant changes. What constitutes a significant change? What changes should require approval before they are covered by institutional accreditation? Are there changes for which notification to NACCAS should be sufficient without prior approval because they should not be considered significant changes? When is a program change significant? When not? When is the addition of a program significant? When not? When is a transfer of stock significant?

The purpose of this discussion is to see if the Commission might reduce the number of changes that are considered “substantive.” Schools would still have to notify the Commission of other changes, through a simplified procedure. The changes that should be discussed are those covered by Part 4 of NACCAS’ *Rules of Practice and Procedure*:

- (1) Change of mission, degree or credential granted;
- (2) Change of name;
- (3) Relocation;
- (4) Change of ownership or control;
- (5) Establishment of a branch campus;
- (6) Expansion of campus facilities;
- (7) Addition of Programs, or changes in programs;
- (8) Change in the way academic programs are measured;
- (9) Contracting education programs or courses;
- (10) Change in participation in federal student assistance programs; and
- (11) Teach-Out or school closure agreements.

If you have recommendations on any other topics, time permitting, you will be welcome to share them. Please do not hesitate to contact Shabobe Glover at [sglover@naccas.org](mailto:sglover@naccas.org) if you have any questions.

Community Call for Comment Dates, Time, and Location:

Friday, February 8 at 9:00 a.m. to 4:30 p.m.

Saturday, February 9, 2008 9:00 a.m. to noon

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801 Glebe Road

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Community Call for Comment  
Friday, February 8, 2008 – Saturday, February 9, 2008  
9:00 – 4:30 on Friday; 9:00 – Noon on Saturday

Application as a Constituency Representative

Name: \_\_\_\_\_

Tel. \_\_\_\_\_ Fax \_\_\_\_\_ e-mail \_\_\_\_\_

I am in the group(s) listed below (mark all that apply):

<input type="checkbox"/>	Constituency Groups
<input type="checkbox"/>	Owners of 1 to 5 schools
<input type="checkbox"/>	Owners of 6 - 15 schools
<input type="checkbox"/>	Owners of 16 – 30 schools
<input type="checkbox"/>	Over 30 schools
<input type="checkbox"/>	State Oversight Agencies
<input type="checkbox"/>	Practitioners
<input type="checkbox"/>	Employers of Grads of NACCAS-accredited schools
<input type="checkbox"/>	State or National Trade Association related to NACCAS' scope: Please attach a letter of support, if you are able.
<input type="checkbox"/>	Other (evaluators, consultants, publishers)

Other: Please specify: \_\_\_\_\_

If I am not selected to be a constituency representative or alternate, I would like to register to be a part of the audience.

YES       NO

**Please return this form to NACCAS by January 8, 2008 so that the Commission can select a balanced representation of constituencies for the Community Call for Comment and constituency representatives and alternates will have time to make their travel arrangements. Your response also is needed to arrange for an appropriate hearing room. Please send to:**

**Mary E. Bird, Esq.  
NACCAS  
4401 Ford Avenue, Suite 1300  
Alexandria, VA 22302  
FAX (703) 379-2200**

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Friday, February 8, 2008 – Saturday, February 9, 2008  
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## Audience Registration

Name: \_\_\_\_\_

Affiliation: \_\_\_\_\_

Tel. \_\_\_\_\_ Fax \_\_\_\_\_ e-mail \_\_\_\_\_

I am in the group(s) listed below (mark all that apply):

<input type="checkbox"/>	Constituency Groups
<input type="checkbox"/>	Owners of 1 to 5 schools
<input type="checkbox"/>	Owners of 6 - 15 schools
<input type="checkbox"/>	Owners of 16 – 30 schools
<input type="checkbox"/>	Over 30 schools
<input type="checkbox"/>	State Oversight Agencies
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<input type="checkbox"/>	Employers of Grads of NACCAS-accredited schools
<input type="checkbox"/>	State or National Trade Association related to NACCAS' scope: Please attach a letter of support, if you are able.
<input type="checkbox"/>	Other (evaluators, consultants, publishers)

Other: Please specify: \_\_\_\_\_

**Please return this form to NACCAS by January 21, 2008 so that the Commission can arrange for adequate facilities for the Community Call for Comment. Please send to:**

**Mr. Shabobe Glover  
NACCAS  
4401 Ford Avenue, Suite 1300  
Alexandria, VA 22302  
FAX 379-2200**

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